



Commercial Landscape Sales/Business Development Assistant

Garden Design, Inc. is seeking an energetic Commercial Landscape Sales/Business Development Assistant to join our employee-owned team. This position is for someone **willing to learn the business from top to bottom**. This position will help to grow our commercial landscape contracting business, assist in managing multiple projects in a fast-paced environment, seeing them through from start to finish and work with our commercial contractors and developers.

Primary Duties & Responsibilities:

- Assist Sales Manager in all duties while learning the business from top to bottom.
- Learn how to bid a job and obtain pricing for a job to be able to organize a bid to present to a potential customer.
- Learn to read a set of plans, what to look for and what may need to be changed (detailed oriented)
- Visit jobs onsite and perform walk thrus, take notes, understand surveying and drainage and how construction is done while possibly having to direct others on implementing a plan and following thru to make sure it is done right (knowledge of construction)
- After mastering the above duties and responsibilities, will be given the opportunity of becoming a business developer and use what was learned to take over client lists and acquire new clients (ambition, sales, motivational, business profession)

Education, Experience & Requirements:

You must have a hunter attitude that develops relationships

Proficient with computers and technology including Microsoft Office, tablets and smart devices.

Strong work ethic with the ability to prioritize and multi-task in a fast-paced environment.

Excellent presentation skills in person and on the phone

Effective oral and written communication skills.

Organized and detailed oriented

Problem solving and math skills

Good customer service skills

Skills that are preferred but not required:

- 1-2 years of experience in landscape/construction industry or willingness to learn
- Landscape/Construction Degree or equivalent work experience
- Local knowledge and contacts in the landscape and construction market
- Knowledge of sales in bid-build landscape, irrigation and outdoor construction

Garden Design Offers:

Competitive Compensation Package

Employee Ownership (100% ESOP)

Paid Holidays

Paid Sick & Vacation Profit

Sharing Program 401K

Health and Dental Insurance

About Garden Design, Inc.:

Garden Design, Inc. is a full-service landscape and outdoor living company in Dallas, Houston, San Antonio and Austin. Founded in 1993 in Dallas, Texas, Garden Design has been transforming residential and commercial landscapes and outdoor living areas with our passionate and award-winning group of landscape designers, landscape and construction professionals.

Garden Design is 100% Employee-Owned. The Garden Design Employee Stock Ownership Plan (ESOP) is an employee benefit which provides company stock exclusively to associates of the Garden Design. For more information on Garden Design, Inc., visit GardenDesignLandscaping.com

To apply:

Submit the following information to HR@GardenDesignLandscaping.com Email

Subject: Commercial Landscape Sales/Business Development

Cover Letter

Resume with complete job history - Explain any gaps in employment.