



Position Available: Sales Support Representative - Clements, CA

About Devil Mountain Wholesale Nursery

Devil Mountain Wholesale Nursery provides landscape professionals with access to more plant varieties than any other wholesale nursery in Northern California. We pride ourselves in having a knowledgeable sales staff, quality plants, and extensive delivery capacity throughout the region.

We operate four nurseries in Northern California: San Ramon, Petaluma, Morgan Hill, and Clements, where our growing ground is located. Our buyers also travel to quality growers throughout the country - from small specialty growers to the largest in the nation - in search of the most exceptional plants for our professional customers. Visit us online at devilmountainnursery.com.

Position Summary

Devil Mountain Wholesale Nursery is looking for an experienced individual to join our Clements office staff in a Sales Support position. An ideal candidate is energetic, reliable, and detail oriented, with a background in or deep knowledge of horticulture. Prior experience at a retail nursery, wholesale nursery, grower, landscape architect, landscaping or other plant related business is highly desired.

This position is full-time. Hours will vary based on seasonal sales demands.

Primary Responsibilities

- Answering phones and communicating with customers
- Preparation of estimates, order, and invoices

Required Skills

- Experience in a horticultural-related field or in-depth knowledge of plant nomenclature
- Proficient Computer User
- Excellent judgment and decision-making abilities
- Resourceful and extremely proactive
- Strong communication skills, self-confidence and discretion

Compensation

Commensurate with industry standards. Benefits include:

- 401(k) with Employer Matching
- HMO and PPO Health Plans
- Dental and Vision Plans
- Vacation Pay
- Paid Holidays
- Sick Pay
- Tuition Reimbursement for Approved Courses
- Product Discounts
- Opportunities for Advancement

To Apply

Send an application or resume and cover letter to employment@devilmountainnursery.com.