



*Greening the Way in the North Bay!*

www.Landesign-Inc.com

707-578-2657

### **Account Manager**

#### **Position Description**

Landesign Construction & Maintenance, Inc. is an award winning company. We have been landscaping for 25 years in the Sonoma, Napa, Marin, and Mendocino counties. Our Company has developed into a successful organization by maintaining our vision and continuing to focus on providing excellent service through communication, attention to detail, and building long-lasting relationships.

We currently have a full time position available for an **Account Manager** who will be responsible for a portfolio of landscape maintenance accounts. Account Managers have excellent communication skills, enjoy a fast-paced environment and can juggle multiple large commercial clients.

#### **Responsibilities:**

- Ensuring that quality standards are met and that customers are satisfied through proactive communication, relationship building and regular account visits
- Develop and maintain strong maintenance crews through leadership and hands-on training
- Ensuring that all employees are working efficiently and safely at all times
- Ensuring all crews are properly prepared, equipped, and functioning
- Selling enhancements to portfolio of accounts and coordinating the completion of the work with customers and team members
- Maintaining monthly budgets and reporting results to management
- Acting as a liaison between clients and our company to ensure that receivables are current

#### **Qualifications:**

- 2+ years college & 2+ years landscaping experience or 4+ years landscaping experience
- Prefer a Bachelor's degree in Ag Business, Business, Horticulture, Ag Science, Landscape Maintenance, Environmental Design, Landscape Architecture or other Green Industry degree.
- Proficient with computer software programs including Word, Excel and Outlook
- Knowledge of all facets of production including irrigation, spray equipment, etc.
- Customer service experience
- Previous supervisory experience
- Ability to prioritize job duties in a fast paced environment
- Effective oral and written communication skills
- Strong work ethic
- English fluency is required, Spanish is a plus
- Valid CA Driver's License

#### **Eligibility Requirements:**

- Interested candidates must submit an Employment Application on our website

#### **What We Offer:**

- Competitive pay
- Medical, dental, vision, Simple IRA and other benefits
- Energetic, focused and collaborative work environment
- We are drug free and an Equal Opportunity Employer.