



is looking for a
JR ACCOUNT MANAGER

This position is a fun, fast-paced job in the green industry working closely with our Area Managers to serve our clientele
It's a great experience and every day is different!
Best of all you are not stuck in an office ALL day!

Job Description: The JR Account Manager is responsible for maintaining long-term relationships with new and existing clients, exceeding their expectations through the efficient management of their requirements.

Responsibilities:

- Attend onsite meetings and perform site walks when Request for Proposals are sent for potential new landscape maintenance clients.
- Perform Qa/Qc site visits of our existing clients to ensure our crews are maintaining properties at the level we demand.
- Create site inspections reports of existing clientele and potential clientele to create enhancement opportunities.
- Show Enhancement jobs (drainage, retaining walls, new landscape installs) to our enhancement crews and ensure they are produced properly.
- Perform Business Development duties (Stop in offices to drop off brochures, email prospective clients) to procure bid opportunities on new properties.

Education:

Degree in the Green Industry Preferred (Turf, Forestry, Horticulture, Environmental Science)

Experience:

1 year of experience in sales and/or the service industry preferred.

Required Skills:

- Strong communication skills – English verbal, written and reading comprehension
- Strong time management and organizational skills
- Clean driving record: able to drive company vehicles
- Computer skills – Microsoft Office (Word, Excel, Power Point, Outlook)
- Bi-lingual Spanish - Verbal and written communication skills (Preferred)

WHY JOIN THE PROFESSIONAL GROUNDS TEAM?

- Strong Company Culture
- Great work environment
- Long-Term career
- Ongoing training
- Safe Workplace and Job-Sites

WE OFFER:

- Competitive Salary
- Health Insurance
- Paid Vacation Days
- Paid Holidays
- Sick Leave
- 401 (k) matching
- Profit Sharing Program

Professional Grounds ensure equal employment opportunities to applicants and employees without regard to race, color, religion, age, sex, sexual orientation, gender identity/expression, national origin, protected veteran status, disability status, or any other legally protected basis, in accordance with applicable law.

If you're interested in summer internship opportunities with Professional Grounds, Inc. please send your resume to Jon Zalewski jon.z@progrounds.com or Yuraima Almarza yalmarza@progrounds.com