

## LANDSCAPE DESIGNER/SALES

**Job Description:** The Landscape Designer/Sales is accountable for all aspects of landscape design, sales, and estimating, for a broad range of commercial and residential landscape clients. We are a boutique style design/build and maintenance firm with high attention to detail and customer service. So, this role also includes a high degree of hands-on project installation oversight and management to include ordering materials, scheduling third party vendors, and some directing and oversight of the installation foreman and crew. The Landscape Designer/Sales ensures a high quality of landscape design work, developing and maintaining lasting relationships with clients. This position reports to the owner.

**Job Responsibilities:** The Landscape Designer/Sales is responsible for all aspects of the Design process, including:

- As part of the company leadership team, set goals, develop strategies, and implement systems that drive profitable company growth.
- Develop leads, meet with clients, and interpret wants and needs relative to site and budget constraints.
- Develop design solutions based on best practices and highest quality standards.
- Prepare sketches, preliminary and full plans, comprehensive project estimates and serve as the liaison between the client and the team, managing all aspects of client relations with existing clients.
- Work with Subcontractors/Suppliers to develop project estimates, presenting design and estimates to clients.
- Work with landscape crews to layout projects, pass off design plans, and interface between the client and trades to achieve desired outcomes.
- Accurately tracking and documenting job expenses, material costs, and labor hours for both client records and billing, tracking all change orders and modifications through the course of construction,
- Provide after-sales support and guidance to assist clients to get the most out of their investment, while driving new business through suggesting necessary or enhancement work of existing accounts.
- Post installation analysis of project performance to improve profitability.
- Completing other tasks and special projects, as assigned.

**Requirements:** The ideal candidate will be self-motivated, organized, and eager to take on responsibility and grow with Bluestone Landscape Design Group. In addition, he or she will possess:

- Minimum of 5 years' experience in the landscape design/build field within 25-30 miles of our geographic area.
- Excellent written & verbal communication, organizational skills, and attention to detail. Bilingual preferred.
- Exceptional client-service skills, a self-starter, and possess a sense of ownership of work and responsibilities.
- Familiarity with industry practices and terminology with proficiency in grading and drainage preparing grading plans, layout, material choices, construction methods, etc.
- Strong Graphics, including hand and computer-generated color renderings and design details.
- Computer software proficiency in AutoCAD, Sketchup, Microsoft Office Suite, Adobe Creative Suite (Photoshop, InDesign, and Illustrator) strongly preferred.
- Valid PA Driver's License & clean driving record, and ability to pass pre-employment criminal background check.
- Occasional evening and weekend work to accommodate client schedules.

### **Compensation Package:**

- Salary commensurate with experience, plus commission.
- The option to participate in the company health insurance plan.
- Paid company holidays and additional paid time off.
- 401k retirement plan with employer match.