



Weekend Sales Assistant

We are a plant production nursery and arboretum in Campsea Ashe, near Woodbridge and are seeking a Weekend Sales Assistant to join our sales team. This is an exciting opportunity to work outdoors whilst gaining valuable plant knowledge.

Days & Duration:

Saturday and Sunday

10:00am - 4.30 pm.

March, April, May, June 2019 (days and times to be flexible depending on operational needs)

Job Description

You will provide valuable assistance to the Sales Team. You will meet and greet customers and be able to direct their enquiries. You will recognise where specialist plant knowledge is required and introduce them to the relevant sales team member.

Using the in-house database you will look up plant availability, locations & prices. Where sales are made, you will complete paperwork to remove items from stock and calculate the invoice cost.

You will provide manual help to customers to bring plants down from the nursery and help load them into their vehicles.

During quieter periods you will perform routine nursery tasks such as irrigation, improving display areas and general tidying up.

Skills and Experience

- You must have an interest in and passion for trees and plants
- You will take a pride in providing excellent customer service
- You will be enthusiastic about Botanica and have great interpersonal skills
- You need to be physically fit
- You will be a good team player and willing to be flexible to assist colleagues

To apply please send your CV with a covering letter saying why you are interested in this position to Yvonne@botanica.org.uk