

Job Specification



Job Title:	Plant Area Department Supervisor
Location:	Coolings, Potted Garden Nursery Bearsted (near Maidstone)
Type:	Permanent, Full Time
Days:	Monday to Friday including every other weekend and a day off during the week in lieu
Hours:	8:30am – 5.30pm
Rate of Pay:	£21,500 per annum depending on experience

Rushmore Hill,
Knockholt, Sevenoaks,
Kent, TN14 7NN

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www.coolings.co.uk



Coolings has an award-winning plant area from which vast numbers of plants are sold. The Potted Garden Nursery is an exciting recent addition to the Coolings business. This new site had been established for a number of years and prides itself on a significant and unique plant offering. Coolings Potted Garden, like our sister site Coolings at Rushmore Hill, has an on-site nursery and produces a large variety and quantity of home-grown plants.

Our USP is excelling at customer service whilst providing fantastic plant knowledge, within a rustic and quaint retail environment that differentiates us from many other garden centres.

We are looking for an experienced and enthusiastic person to join our plant sales and shop team. The role offers good variety with the ability to work in a small team across all areas. You would be expected to work mostly outside, in both nursery production and plant retail sales with some shop and cashier work. All of us at Coolings take pride in offering outstanding customer service and we are looking for like-minded people to join our Plant and Shop Sales team.

Aim:

To work with the existing team and help with the day to day running of the plant and shop area. To work efficiently whilst promoting and exceeding customer care standards.

Duties will include:

- Nursery production work
- Maintaining plant quality, plant health at a high retail level on both nursery and shop floor
- Maintaining the smart appearance of the sales area
- Stock ordering
- Spraying and treating plants onsite
- Pricing, putting out and merchandising plants on display
- Labelling and watering
- Advising customers on plants and gardening issues
- EPOS stock control
- Some operation of our EPOS till system and taking all forms of payment from customers
- Adhering to all health and safety procedures
- Other duties as part of the day to day running of the plant and shop area

Key Skills required for role:

- Customer service focused
- A knowledge of plants and gardening
- Hold a PA1 and PA6 qualification or be willing to be trained.
- Enjoy working as part of a team
- Ability to provide high levels of customer service
- Till trained an advantage but training will be given
- Active and fairly fit
- Industry experience in horticulture or equivalent qualifications.
- Eye for detail

Uniform is provided

Own transport is **essential** as public transport is not reliable to Coolings

If interested, please complete one of our application forms or send your cv to Jane Hopson at workforus@coolings.co.uk by Friday 2nd August 2019.