

# Abrahamson

LANDSCAPE ▲ DESIGN ▲ NURSERY

▲ GARDEN CENTER ▲

Beauty since 1928

20021 St. Croix Trail N  
Scandia, MN 55073  
651-433-2431

2100 Tower Drive  
Stillwater, MN 55082  
651-439-2140

1257 State Road 35  
St. Croix Falls, WI 54024  
715-483-3040

Abrahamson Nurseries is a full service landscape and Design Company, a Garden Center, and a Greenhouse Grower. We are proud to have been serving the St. Croix River Valley and Eastern Twin Cities Metro Area since 1928 with locations in St. Croix Falls, WI, Scandia, MN and Stillwater, MN. We pride ourselves on our high quality plant material, product selection and customer service.

## Position Overview

The **Garden Center Supervisor** leads by example to provide the highest level of customer satisfaction to create an excellent first and last impression of our company to all customers. The Garden Center Supervisor is responsible for the day-to-day operations and works closely with the Retail Operations Manager and Marketing & Merchandising Manager to achieve the company sales and budget goals. In addition to customer service, and in conjunction with the Retail Operations Manager, the Garden Center Supervisor will help to train and develop a team of Garden Center associates.

## Main Responsibilities

- Provide leadership and direction of retail employees, with the goal of maximizing profitable sales opportunities.
- Set daily tasks with the assistance of the Retail Operations Manager and Marketing & Merchandising Manager.
- Work with Marketing & Merchandising Manager and Retail Operations Manager to ensure appropriate inventory levels at all times to maximize our sales opportunities.
- Place orders when required or directed.
- Consistently monitor store presentation ensuring all areas/departments are clean, neat, and free of weeds and merchandised to Abrahamson's standards.
- Communicate with Retail Operations Manager to suggest and or implement any changes of store layout, customer service requirements, health and safety issues, employee concerns, inventory management or property issues that need attention.
- Display proper signage to make store easy-to-shop for customers.
- Ensure all plant material is presented at its best by pruning, dead heading, weeding and fertilizing, as required with assistance from production team.
- Ensure all transactions are accurately recorded on the Point-of-Sale (POS) system.
- Follow cash handling procedures for the safe handling and accurate recording of store sales.
- Follow and ensure proper store opening and closing procedures.
- Assist the Retail Operations Manager with employee schedule changes, as required.
- Ensure promotion of our Landscape services in store and communicate with designers as required.
- Ensure the safe and accurate loading of bulk materials.
- Ensure employees are presented in appropriate attire and providing the high levels of customer service expected by Abrahamson Nurseries.
- Consistently represent the company in a professional and positive manner.

The above responsibilities are not all encompassing and you may be required to perform other duties as requested by management.

**Basic Qualifications**

- Ability to stand for long periods of time
- Minimum of two to four years of experience working with plants and plant products in a retail environment
- Ability to work evenings and weekends as needed. It is expected that the supervisor schedule themselves for at least three separate openings and three closings per week in May and June including weekend days, and two openings and two closings during the other times of the season.

**Preferred Qualifications**

- Horticultural Degree or Certificate
- Ability to repeatedly lift up to 50 pounds
- Strong interpersonal skills and ability to establish rapport with customers
- Self-motivated and ability to work and accomplish tasks with minimal supervision