



Title: SY Assistant Manager
Department: Sales
Location: Trenton

Reporting to: Sales Yard Manager
Date issued: 11.14.2022

JOB DESCRIPTION:

Position Summary

- Assisting the Manager with whatever is required regarding managing the day-to-day activities on the Trenton Sales Yard. This is to be defined by the Manager, and duties selected are based on skill sets and characteristics of both

- The Assistant Manager assumes the role of managing when the Manager is unavailable. This could be due to meetings, scheduled time off, vacations, etc.. Duties include:
 - Staff and customer experience
 - Productivity of all staff
 - Daily staffing levels
 - Flow of checkout counters
 - Professional yard appearance (cleanliness, stocking levels, etc..)
 - Irrigation levels throughout yard (watch for dry plants!)

- Specific day-to-day functions:
 - Nursery Stock Replenishment
 - Maintain an accurate inventory at the sales yards for container nursery product
 - Responsible for managing the productivity and scheduling of nursery sales staff
 - Responsible for year-end inventory count
 - Responsible for outdoor nursery displays (end caps in nursery area / entrances)
 - Exemplify our Company Team Values
 - Other duties as assigned

Connon Nurseries is an equal opportunity employer. Should you require any modifications during the interview process please connect directly with our Human Resources Manager.