



## Tree Trust-Landscape Services Job Description

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**Title:** Sales Arborist

**Reports to:** Tree Care Manager

**Status:** Regular, Full Time, Exempt

**In order to be considered for this position, you must fill out the online application at <https://www.surveymonkey.com/r/LSApp72017>.**

### **Job Description:**

The Sales Arborist position is responsible for selling a wide range of tree care services to new and existing customers. These services include plant health care, pruning, removal, and planting to meet the needs of residential and commercial tree care customers in the Twin Cities metro area. This will be accomplished by working with a dedicated team to provide outstanding value and excellent customer service.

### **Essential Functions:**

- Manage marketing communications for tree care services
- Sell tree care services to existing client base and develop new business to grow customer base
- Respond to customer inquiries promptly
- Estimate job costs and provide quotes to clients
- Utilize Customer Relations Management (CRM) software to track and update client communication and information
- Resolve client issues quickly and effectively
- Meet client expectations in a timely, professional manner. Adhere to Tree Trust's safety policies and procedures

### **Benefits and Compensation:**

- Base plus commission compensation
- Health, Dental & Vision Insurance
- Paid holidays, sick and vacation
- Company vehicle, phone and computer

### **Required Qualifications:**

- Must be 18 years of age with a valid driver license and a clean driving record as determined by our insurance carrier.
- 1-2 years experience in sales required, experience in Arboriculture sales preferred.
- Proficient in Microsoft Office products including Word, Excel, Outlook and able to utilize technology effectively.
- ISA certification or ability to obtain credential. Must maintain valid certification.
- Degree in arboriculture, forestry or related field preferred.
- Must be able to pass a criminal background and motor vehicle check.

### **Required Skills/Abilities:**

- Able to accurately document sales, customer requests, and all other written communication with few or no errors. Able to professionally communicate verbally with customers and coworkers in-person and over the phone
- Able to identify trees and plants and knowledge of tree care best practices
- Must maintain positive attitude and work well as part of a team
- Must be comfortable working under pressure within a fast-paced environment
- Must be highly organized, independent, and able to manage time efficiently
- Must be teachable, trainable, and project a proactive attitude - always looking for the next way to find solutions
- Must demonstrate and adhere to company values of Accountability, Humility, Integrity, and Professionalism

Tree Trust is an Equal Opportunity Employer.