

Branch Manager, Certified Arborist Sales Position

St Croix Tree Service

Job Description

Title: Branch Sales Manager

Reports To: Vice President of Sales

Description: As the Branch Manager you will be responsible for the overall sales and production management of the Treecare division. This position requires candidates to be flexible and adaptable in dealing with clients, productions crews and weather variables. Sales territory includes our Twin Cities West Metro Minnesota clients with a focus on residential accounts. This position requires industry knowledge, attention to detail, adaptability, self motivation, and organizational aptitude.

Duties:

Tree Care Sales

- Sell residential and commercial service to Twin Cities West Metro , MN clients including plant health care services.
- Manage existing treecare client relationships.
- Meet production scheduling objectives.
- Meet production quota objectives.
- Offer additional services to customers when appropriate.
- Provide quick responsive attention to initial inquiries.
- Provide on site assessment of projects and estimate costs.

Internal Support

- Schedule crews to complete work in an efficient manner
- Provide accurate and timely billing information to office staff
- Resolve customer concerns
- Submit monthly reports of networking/prospecting activities

Branch Manager

- Communicate regularly with corporate office
- Complete and submit crew production reports weekly
- Time card reporting to corporate office
- Oversee and supervise safety training
- Coordinate facility and equipment care and maintenance
- Direct supervision of sales staff and crew leaders
- Coordinate with Corporate HR departments on all hiring, performance valuations, discipline and other HR functions

Minimum Qualifications:

- 2 years of tree care sales experience
- Proven track record of sales and client volume growth
- 5 years supervisory role
- Field knowledge of diagnostic and application protocols.

Diagnostic Skills

- Tree and shrub ID.
- Disease ID & control.
- Insect ID & control.
- Sales, proposal writing, and customer service skills are a plus.

A successful employee will be self motivated, with organizational skills and the ability to identify, prioritize and complete tasks in a timely manner.

The individual needs to have computer skills including working knowledge of MS Office products. Training will be provided for specific work related programs. The employee must be able to work well with others.

Minimum Qualifications:

- B.S. or 2 year degree in Urban Forestry, related field
- Individual must be familiar with the operation of PHC programs.
- Must be a strong communicator and have thorough knowledge of plant health issues.
- ISA Certified Arborist or in process of obtaining a plus.
- Valid driver's license with an acceptable driving record.

Salary and Benefits: Salary: commensurate with experience plus full-time employee benefits.