
Account Manager

Classification Exempt

Summary/Objective

Caretaker is currently seeking an Account Manager (East Valley) to join the Maintenance Department who will be responsible for a portfolio of landscape maintenance accounts. Account Managers have excellent communication skills, enjoy a fast-paced environment and can juggle multiple large commercial projects.

Duties/Responsibilities:

- Ensuring that quality standards are met and that customers are satisfied through proactive communication, relationship building and regular account visits
- Selling enhancements to portfolio of accounts and coordinating the completion of the work with customers and team members
- Proactively manages the business portfolio as a profit center; increases revenue, leverages resources and track expenses to ensure revenue, efficiency, and gross margin goals are met
- Maintain monthly budgets and reporting results to management
- Acting as liaison between clients and our company to ensure that receivables are current
- Ensuring that all employees are working efficiently and safely at all times

Eligibility Requirements:

- 2+ years college & 2+ years landscaping experience or 4+ years landscaping experience
- Prefer a Bachelor's degree in Ag Business, Horticulture, Ag Science, Landscape Maintenance, Environmental Design, Landscape Architecture or other Green Industry degree.
- Proficient with computer software programs including Word, Excel and Outlook
- Knowledge of all facets of production including irrigation, spray equipment, etc.
- Customers service experience
- Precious supervisory experience
- Ability to prioritize job duties in a fast paced environment
- Effective oral and written communication skills
- Strong work ethic
- Bilingual in Spanish and English a plus
- Valid Driver's License

Work Environment / Physical Requirements:

- Ability to work in extreme conditions - temperatures may exceed 100 degrees Fahrenheit
- Ability to work in direct sunlight for extended periods of time
- Ability to lift and carry 40 lbs. (equipment parts.)

- Ability to bend, stoop and twist continuously throughout the day

Physical Demands

Frequently stand, walk, or crouch on narrow and/or slippery surfaces; stoop, kneel, bend to pick up or move objects; walk for long distances and on sloped ground and uneven surfaces; move, lift, and carry objects weighing up to 50 pounds;

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Position Type/Expected Hours of Work

This is a full-time position: Monday through Friday (8 Hours/5 Days a week, some evenings and/or weekends may be required.)

AAP/EEO Statement

Caretaker is an Equal Employment Opportunity (EEO) employer and welcomes all qualified applicants.

Other Duties

Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Interested parties, please submit your inquiries and/or resumes to careers@caretakerinc.com

This employer participates in E-Verify.