



FLORAL ASSISTANT

As we enter into our fifth year of cut flower offerings, we are looking for an enthusiastic individual ready to make their mark here at Sneed's. We have had the pleasure of creating beautiful florals for many brides and special events. In anticipation of continued growth, we are looking for an enthusiastic individual to work closely with our designer and maintain our standard of excellence. This is primarily a production position with the opportunity to learn design techniques. You will be responsible for:

- Processing and pricing flowers quickly and efficiently
 - Checking for quality and handling credit issues
- Washing floral buckets and changing out water as needed
- Cleaning flower shop and cooler as needed
- Organizing supplies and putting together supply orders
- Packing florals for customer pick up and deliveries
- Creating proposals for events and weddings and maintaining correspondence with client throughout the process
- Reproducing Dana's work when multiple arrangements are needed for events or weddings
- Assisting in delivery and set up of events and weddings

- Delivery of flowers as needed to market drops
- Generate social media content for Instagram, Facebook, and Pinterest

Requirements for this position:

- Work with a sense of urgency, while maintaining a standard of excellence
- A passion for flowers...a creative flair with an eye for detail
- Ability to stand on feet for entire shift
- Ability to lift up to 50 pounds
- Computer proficiency and ability to use excel and word programs
- Clear communication skills
- Team player...so critical when coordinating an event or wedding delivery with a very narrow window of opportunity
- Weekend availability
- Flexible schedule...hours will be around 32-40 hours/week seasonally. Events will require additional hours
- Reliable transportation and valid driver's license