

Account Manager

Summary/Objective

Caretaker is currently seeking an Account Manager (West 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 an 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.)



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- 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
or call 480-545-9755**

This employer participates in E-Verify.