

Garden Center Retail Associate

Seasonal, Part-time

Role Focus: Provide friendly, dependable, customer-facing support for daily retail operations and help maintain a welcoming, organized garden center environment.

Key Responsibilities:

- Check out retail customers using the POS system
- Greet customers and provide general assistance throughout the garden center
- Answer phones, direct calls to appropriate staff, and take messages
- Maintain cleanliness and organization of retail and garden center areas
- Perform light housekeeping tasks (vacuuming, trash removal, restroom upkeep)
- Restock retail merchandise and assist with basic merchandising
- Complete Dig Rite requests as assigned
- Assist with light watering of plants and displays
- Support general day-to-day retail operations as directed

Customer Focus Clarification:

- Primary focus: Customers making cash-and-carry retail purchases, browsing plants, or needing general assistance.
- Retail Associates are the first point of contact for most in-store customers and help ensure smooth checkout and a positive retail experience.
- May occasionally assist with directing customers who need larger or more complex landscape services to the appropriate staff member.

Skills & Qualifications:

- Friendly, professional, customer-focused demeanor
- Basic comfort with computers and POS systems (training provided)
- Ability to stay organized and follow direction
- Reliable attendance and punctuality
- Ability to lift and carry retail items up to approximately 20 pounds
- Interest in plants or gardening is a plus, but not required
- No experience necessary — we're happy to train the right person

Availability Requirements:

- Availability 2–3 days per week, including regular weekend availability (required)
- Shifts may include weekdays, Saturdays, and/or Sundays depending on scheduling needs

Apply in-person or contact us!

Schmittel's Nursery

13801 Marine Avenue

Maryland Heights, MO 63043

You can email your resume and interest to:

info@schmittelnursery.com

P: (314) 469-8900

*Schmittel's Nursery is an **equal opportunity employer** and welcomes applicants of all backgrounds.*