



PROJECT MANAGER JOB POSTING

WALLFLOWERDESIGN (WFD) IS A PROFESSIONAL HORTICULTURAL SERVICES + GARDEN DESIGN FIRM WITH A CORE FOCUS ON THE CRAFT OF GARDENING. WE ARE DEDICATED TO INCORPORATING PROPER HORTICULTURAL PRACTICES INTO ALL ASPECTS OF OUR BUSINESS. OUR END GOAL IS TO IMPROVE OUR CLIENTS' OUTDOOR SPACE AND TO PROVIDE SOLUTIONS THAT ARE AESTHETICALLY STUNNING WITH EXCEPTIONAL PURPOSE. WE ARE CURRENTLY LOOKING TO ADD A **PROJECT MANAGER** TO OUR DEDICATED TEAM OF PROFESSIONAL HORTICULTURALISTS, GARDEN DESIGNERS, AND SUPPORTING STAFF.

FIRM: WALLFLOWERDESIGN, LLC

POSITION: PROJECT MANAGER

HOURS: PART-TIME, 20 - 25 HOURS/WEEK ON AVERAGE

(HOURS EBB AND FLOW DURING EACH SEASON BASED UPON PROJECT TIMELINES. HOURS MAY INCREASE AS JOB DEVELOPS.)

OFFICE LOCATION: WEBSTER GROVES, MO

POSITION TASKS INCLUDE:

- MANAGE DESIGN/BUILD PROJECTS FROM BID ACCEPTANCE TO COMPLETION
- UTILIZE KNOWLEDGE OF PLANT MATERIAL AND LANDSCAPE INSTALLATION TECHNIQUES
- GENERAL UNDERSTANDING OF CONSTRUCTION METHODS FOR OUTDOOR SPACES
- MANAGE SUB CONTRACTORS AND WFD STAFF ON JOBSITES
- PERFORM JOB COSTING AND ADHERE TO BUDGET
- PLANT PROCUREMENT
- MANAGE CONTAINER PROGRAM FROM DESIGN TO IMPLEMENTATION
- WORK DIRECTLY WITH OWNERS OF WFD

REQUIREMENTS:

1. VALID DRIVER'S LICENSE
2. ABILITY TO LIFT 40-50 POUNDS
3. WELL VERSED IN PROCESS ORIENTED WORKFLOW
4. EFFECTIVE PROBLEM SOLVER
5. DETAIL-ORIENTED, MOTIVATED, AND FLEXIBLE
6. COMPLETED/PARTIAL HORTICULTURE DEGREE PREFERRED

COMPENSATION IS VERY FAIR AND BASED UPON EXPERIENCE. ON THE JOB TRAINING AND EDUCATIONAL OPPORTUNITIES ARE PROVIDED.

**IF YOU ARE INTERESTED, PLEASE EMAIL RESUME TO: [VICTORIA@WALLFLOWERDESIGN.BIZ](mailto:victoria@wallflowerdesign.biz).
RESUMES WILL BE ACCEPTED FROM FEBRUARY 21ST THROUGH MARCH 1ST.
INTERVIEWS MARCH 4TH – MARCH 15TH. JOB TO COMMENCE WEEK OF MARCH 26TH, 2019.**

IF YOU HAVE FURTHER QUESTIONS, PLEASE CALL 314-280-7274.