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# Example of Floral Job Description

Our growing company is searching for experienced candidates for the position of floral. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for floral

* Ability to create unique/high end arrangements
* Must be detail oriented and able to process orders quickly and accurately
* Answers phone calls and greets customers in a friendly and professional manner
* Professional, friendly attitude
* Must be available to work weekdays and every Saturday especially during event season
* Must be available to work the week of major holidays
* Prepares schedule ensuring floral arrangements are prepared in time for scheduled delivery
* Collaborate with internal departments on floral issues, discuss options, and work with floral team on implementing solutions
* Inspects and verifies flower vendor deliveries for quality and quantity
* May assist with floral design preparation such as cutting stems to appropriate length, removing thorns, adding water vessels to stems, cutting ribbon, or similar

## Qualifications for floral

* Passionate about product development and merchandising
* Must be able to multitask and perform efficiently in a high pressure, fast paced environment
* 6+ months customer service or retail experience preferred
* Promote the brand by engaging customers in creative activities and demonstrations
* Maintain awareness of all intranet communications, current advertising, promotions and other marketing initiatives
* Possess a complete understanding of and comply with all store processes