



## **T&L Nursery, Inc.**

13245 Woodinville-Redmond Road,  
Redmond, WA 98052  
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www.TandLnursery.com

Posted Date: 2-12-18

### **Job Opportunity—Propagation Assistant**

T&L Nursery, Inc. is located 17 miles east of Seattle, in the Sammamish Valley, between Redmond and Woodinville. Set in the middle of the beautiful Pacific Northwest, close to mountains, skiing and the ocean! For over 20 years we have taken pride in producing high quality plant material for garden centers and landscapers in the Pacific Northwest.

#### **Duties and Responsibilities:**

- Work closely with the Production Manager and propagation team to help ensure production goals are fulfilled.
- Create weekly propagation lists and follow up on fulfillment
- Maintenance of propagation data bases
- Follow up on propagation receiving discrepancies and claims
- Analyze and update stock yields
- Ensure accurate record keeping
- Assist in other data tasks related to the propagation team
- Help translate as necessary between employees

This position reports directly to the Production Manager, additional tasks or duties maybe required. Though this position is primarily a position that focuses on analyzing data, sometime will be required to walk outside and in greenhouses. Employee must be willing to work outside in all weather conditions, year round.

#### **Experience and Skills:**

Strong computer skills required; MS Word, Excel, Outlook (Basic knowledge in Access a plus)

Good understanding of both English and Spanish languages

Knowledge of plants and/or the Nursery/landscape industry highly desired

Strong desire to analyze data

Strong organizational skills

Motivated and self-driven to succeed

Good written and verbal communication skills

#### **Compensation:**

Salary Commensurate with Experience

Medical, Dental, Vision

Vacation

Simple IRA

In order to be considered for the Propagation Data Position, please send a resume and thoughtful cover letter, outlining how your skills and experience meet the qualifications to [Yazmin@tandlnursery.com](mailto:Yazmin@tandlnursery.com)