



The Flower Studio Limited
Tynwald Mills
St Johns
Isle of Man
IM4 3AD

01624 800061

www.flowerstudio.im
info@flowerstudio.im

Job Description

Position: Trainee Florist

Hours: 16+ overtime at peak and busy periods (flexibility required)

Pay rate: negotiable

Closing Date: 5 July 2011

- Reports to shop manager.

Responsibilities: The tasks and responsibilities of the trainee florist are to:

- take orders over the phone and face to face with customers in the shop whilst providing an excellent level of customer service.
- make bouquets, arrangements, plant displays etc to the highest standard.
- ensure the shop floor is tidy and presentable at all times.
- condition flowers and plants when they arrive in the shop.
- assist in the Garden Centre when required
- be available to take deliveries and collections if required.
- provide input and ideas towards the running of the shop.
- keep up to date with industry trends.
- advise clients or customers
- apply creativity to art or design work
- consult with customers concerning needs
- sell merchandise
- order or purchase supplies, materials, or equipment
- arrange merchandise display
- estimate costs or price arrangements
- price merchandise
- stock or organise goods
- package goods for shipment or storage
- retrieve or place goods from/into storage
- wrap products
- design decorative displays
- prepare records of customer charges

Requirements of the position: The florist should ideally possess the following:

- Enthusiasm and a passion to learn new skills!
- Be friendly, polite and smart.