



Account Manager – San Jose

Position Description

The Account Manager oversees and directs all aspects of the commercial and multi-family residential landscape maintenance teams in San Jose. The position reports to the Operations Manager and works closely with that person to deliver pro-active, efficient, consistent and high-quality horticulture services for our customers.

Responsibilities

Business Development

- Develop new business opportunities
- Propose enhancements to improve the overall performance of current clients' properties
- Perform job start-up walks with new clients and develop new maintenance estimates

Client Partnerships

- Maintain pro-active communication with customers
- Respond professionally and timely to all client requests
- Understand clients' long-term goals and budgetary constraints
- Demonstrate consistent and exceptional quality control standards
- Establish him/herself as clients' main contact at BVLS
- Maintain regular client meetings and site walks

Field Management

- Develop and coordinate efficient daily schedules to maximize productivity for field team members with Field Supervisors
- Comply with BVLS standards for quality and scope of work
- Perform regular job inspections per BVLS defined Work Frequency Chart
- Demonstrate comprehensive knowledge of all materials applied
- Ensure that essential BVLS safety protocols are upheld and exceed regulatory compliance standards by all team members
- Provide innovative solutions for unique landscape issues
- Assist in budget preparations
- Provide regular on-going feedback with Field Supervisors and team members
- Develop team-oriented culture and lead by example

Qualifications

Required

- Minimum of 1 year landscape or related industry experience
- Strong verbal and written communication
- Excellent organizational and time management skills
- Attention to detail is critical to maintain high quality of care
- Exceptional customer service
- Positive attitude
- Takes initiative and pro-active approach to improve performance
- Assumes responsibility, authority and accountability for all activities
- Ability to develop budgets and job estimates
- Knowledge of plant material
- Motivated to grow and develop new business

- Ability to prioritize and multi task

Preferred

- Associate's Degree or higher in Business, Agribusiness, or horticulture field
- Bilingual Spanish
- Proficient in Word, Excel, PowerPoint, & Outlook

Physical Demands

The physical demands described here must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of the job, the employee is required to:

- Frequently stand and walk
- Regularly lift and/or move up to 10 pounds and frequently lift and/or move up to 60 pounds
- Regularly operate a vehicle and trailer to travel to and from work locations
- Maintain valid driver's license

Compensation

- Exempt Full-time
- Salary commensurate with experience
- Health insurance
- BVLS approved holidays
- Company vehicle, computer and cell phone provided

To Apply

Please send resume and cover letter to Brian Moore, Vice President – Operations at Bmoore@BVLS.com

About Us

BellaVista Landscape Services, Inc. delivers an array of horticultural services to commercial, multi-family and residential estate properties. We are recognized for cultivating long-term business relationships based upon mutual benefits. We provide quality horticultural services, efficiently and successfully, to enrich the value of our clients' properties; as well as growth and career opportunities for our employees.

We are a family owned landscape services company based in the Bay Area and Sacramento. We provide all facets of landscape maintenance, construction and design services. As a leader in the landscape industry, we are dedicated to exceptional customer service, and high-quality horticultural services.

BellaVista Landscape Services, Inc. was founded in 2001 by Tom and Chris Moore. Prior to starting their business, Tom had a very successful 27-year tenure with a nationally known landscape firm. Under their leadership, the company continues to value personal commitment, collaborative communication and a pro-active approach to the long-term success of our customers' assets.