



**Account Representative Position
Pacific Coast Seed, Inc.**

Description: This full-time position is available to a highly motivated, self-starter with several years of experience in the environmental restoration or commercial seed industry. We are expanding our business throughout Northern California and Western Nevada and are looking for someone who can multi-task various types of projects, customers and product categories.

Primary tasks:

- Expand communications with agencies, landscape architects, environmental consultants, land managers, etc.
- Expand communication to new and existing contractors.
- Represent our interests in specific long-term, multi-phasic projects
- Assist main office in quoting, product development, project tracking and seed mix design and installation
- Prepare and deliver (Powerpoint) presentations to customers, designers or other decision makers.
- Attend trade shows, trade meetings and local organizational events to market the Company and promote sales.

Education/Experience

- A minimum college (BS) degree in a related field is required. Three to five years experience is preferred.
- Agronomic / Horticultural background and/or certification is also preferred .

Skills Needed

- Effective communication skills.
- Computer knowledge including but not limited to Word, Excel, Powerpoint and E-mail.
- Presentation experience.
- Strong mathematic skills.

Special Note: This job will be primarily based out of the Livermore office, but will initially require extensive regional travel with some overnight lodging. Ultimately the position will require less frequent, targeted travel.

Compensation

- Compensative with experience
- Health Care Benefits, Cafeteria Program, 401 K, Bonus
- Vehicle and mobile business equipment, as needed.

Send Resume To: Personnel Manager connieg@pseed.com or mail to address below.