



JOB DESCRIPTION: Landscape Designer

JOB SNAPSHOT:

- Employment Type: Full time
- Education: High school diploma
- Experience: None
- Manages Others: No
- Industry: Landscaping and construction
- Required Travel: No

ABOUT US:

Topeka Landscape is locally owned and operated and has been building relationships through landscape design, construction, and maintenance of both residential and commercial properties since 1994. We're different from other companies because we feel that hiring, training, and retaining the best people is of the utmost importance; it's what we do. Topeka Landscape is an equal opportunity employer.

THE POSITION:

We are looking for a Landscape Designer to join our team. This person will work directly with our sales team and project managers to ensure our clients receive plans that are accurate, feasible, and meet expectations.

DUTIES AND RESPONSIBILITIES:

- Measure properties.
- Photograph job sites before, during, and after construction.
- Input drawings into our design software.
- Label drawings.
- Estimate materials and create proposals.
- Create irrigation as-built drawings.
- Draft and send new customer letters.
- Input information into customer service database software and print customer packets.



EDUCATION REQUIREMENTS:

- High school diploma
- On the job training (provided by Topeka Landscape)

BASIC QUALIFICATIONS:

- Ability to work with and communicate effectively with a team.
- Ability to manage time and meet deadlines.
- Basic knowledge and proficiency with computer applications such as Microsoft Office.
- Valid driver's license.

PREFERRED QUALIFICATIONS:

- Experience using Dynascape
- Experience using Real Green
- 2 year college degree

[CLICK HERE TO APPLY ONLINE!](#)