



Is currently seeking one qualified Sales Staff/Account Manager

Primary responsibilities

Market and Sell PGS Landscape Maintenance and Snow & Ice Management services to new clients, mainly in the Metropolitan Detroit area. See the map on the following pages to see our current area of service.

Follow new clients from sale through service in order to ensure customer satisfaction by integrating with our internal operations staff, and our large subcontractor base, making certain that services are performed to the client's satisfaction.

Job duties

Attend trade shows to promote the business and market to potential clients

Extensive cold-calling within the Metro Detroit area

Estimating and sales presentations

Selling additional services to existing and new clients

Design and sell small landscape upgrades and color displays

Pay & Benefits

Base salary plus generous sales commission

Mileage paid every two weeks

Medical insurance plus dental available

Contact

Dave Klier at dklier@theprofgroup.com for additional details or to schedule an introductory interview.

Please review our values and vision on the following pages to make sure that you are comfortable with them. We Recruit, Train, Hire and Fire based on these values!!

Find out more about The Professional Group, and Professional Grounds at our web site: www.theprofgroup.com



VALUES

We “do whatever it takes” in every situation; solving problems creatively with our positive “can do” attitude, and always looking for a better way.

We have fun with our families & friends, our employees, our customers & vendors; valuing our relationships with other people and not taking ourselves or our business too seriously.

We are passionate about our lives, families and work, inspiring others with our sense of urgency, our determination and our focused energy.

We have integrity in all that we do; and we demonstrate this respect for others by establishing mutually beneficial relationships with all whom we come in contact with.

VISION

Professional Grounds Services and Professional Plantscaping Services seek to manage large landscape (interior & exterior), snow, and overall site care portfolios better than anyone.

MISSION

Professional Grounds Services and Professional Plantscaping Services continually focus on our two most important resources, our employees and our customers. We recognize that these are inseparable and mutually dependent.

Employees Recruit people with who share our values
Treat employees with respect and honesty
Maximize opportunities provided to all employees
Empower and equip employees to provide outstanding service

Customers Provide the finest in internal and external commercial grounds maintenance services
Provide customers with an immediate response to their service needs
Provide customers with outstanding communication relative to their services

Technology Embrace technological advances in the industry
Continually improve systems and procedures



Services offered

Grounds Maintenance & Care

Lawn Mowing
Plant bed weeding & care
Shrub Trimming, Shearing & Shaping
Tree Pruning
Tree Takedown & removal
Stump Grinding
Tree & Shrub Horticultural services
Emergency Storm damage cleanup
Spring/Fall Cleanups
Mulch Installation & Bed Edging
Turf & Horticultural consultations
Lawn Fertilizing & Weed Control
Lawn Disease & Insect control
Seasonal Flowers - Annuals, Mums, Pansies, Bulbs, etc.
Holiday lighting & decorating
Vegetation Control (total kill)
Field Mowing
Parking Lot sweeping
Parking lot lighting maintenance
Porter/Trash service
Landscape Design
Sod removal & replacement
Seeding (hydroseeding & soil injection)
Landscape Enhancements (replacements and plantings)
Brick Pavers and Wallstone
Watering services
Pond maintenance
Irrigation management
Emergency services
Interior plant design, installation & maintenance

Snow and Ice management

Snow Plowing
Sidewalk Snow Clearing
Roadway & lot salting
Sidewalk de-icing & salting
Snow Stacking, Removal & Hauling
Canopy & rooftop snow removal



Certifications and Association Memberships

Professional Landcare Network (PLANET)

Michigan Turfgrass Foundation (MTF)

Michigan Nursery and Landscape Association (MNLA)

Michigan Green Industry Association (MGIA)

Building Owners and Managers Organization (BOMA)

Institute of Real Estate Management (IREM)

Snow and Ice Management Association (SIMA)

Licensed Michigan Nursery Stock Dealer

Licensed Michigan Pesticide Application Business



Landscape Management

Professional Grounds Services offers the finest in interior and exterior grounds maintenance services to our customers, delivering high quality, value-added products and services at market-responsive prices.

Property Types

We provide service to a broad range of property types, including the following:

- Corporate Headquarters
- Office building & complexes
- Retail centers
 - Malls and Strip Centers
- Multi-Family Residential Communities
 - Apartments & Condominiums
- Municipal properties
- Industrial properties
- Financial/Banking properties
- Hospitality Industry facilities
- Assisted/Senior Living Properties
- Airport Facilities
- Mixed-Use properties
- Single Family Residential (Estates)

Comprehensive

We offer our customers a comprehensive mix of complete landscape management services. We provide creativity and flexibility in service selection by targeting individual customer needs. We creatively and consistently fulfill our customer's needs through our knowledge, experience, expertise, dedication, and commitment. Our customers additionally benefit from the development of stable, trusting, long-term relationships.

Customer Focus

We are a customer-focused organization, dedicated to anticipating and presenting solutions to customer needs. Our employees are carefully selected, trained, empowered, and equipped to provide our customers with outstanding service. We take ownership and pride in the properties that we maintain. As a result, our customers benefit by having more time to focus on other areas.

Added qualifications

- Numerous industry and State certifications
- Licensed & Insured with \$5 Million liability coverage
- Workman's Compensation coverage at State limits
- Uniformed, professional, polite, English speaking staff



Snow & Ice Management

During the winter, the entire staff of Professional Grounds Services focuses our attention on providing our customers a comprehensive mix of snow & ice control services. We service the same range of properties in the winter as in the summer, including Corporate Headquarter facilities, Office Complexes, Retail properties, Multi-Family residential sites, and others.

We offer these services in various formats, based on our customer's needs and business requirements, such as;

- **“Per service” contract**, in which we provide a fixed price in for various services, respond as contracted, and the customer pays for only those services which are required based on the severity of the season.
- **“Seasonal plus salting” contract**, in which a fixed price is invoiced monthly (Nov. thru Mar.) for all snow plowing and sidewalk clearing events during the winter (up to eight inches per event), and with road/lot salting and sidewalk icemelter services invoiced separately upon completion.
- **“All Inclusive” contract**, which provides the customer with a fixed cost for all snow events (up to eight inches per event) and salting requirements events for the entire snow removal season. Due to the variations which can occur from season to season, these contracts are typically for a period of three years or longer.

Immediate response

Unlike the summer, when there are **seven days** in the week to have your grass cut, during a snow & ice event, there are rarely **seven hours** in which to have snow & ice control services performed at your property. Our “snow watch” staff monitors weather conditions 24/7, thereby allowing our crews and equipment to regularly be the first snow & ice control team mobilized during a storm.

The below table shows the wide variety of conditions and factors which we consider in our response to any snow and ice event:

| | | |
|--------------------------|---------------------|--|
| -Air temperature | -Ground temperature | -Type of precipitation (rain, sleet, snow) |
| -Timing of precipitation | -Equipment | -Staff |

Mathematically, there are **over 66,000** possible scenarios in a snow & ice event

Service abilities

Operationally, we have the ability to react with a staggering quantity of snow removal equipment ranging from loaders with 18-foot pusher boxes, to plowing and salt trucks, to sidewalk crews with snow blowers and snow shovels. Wherever possible, equipment and materials are staged either on a customer's site or nearby to ensure a rapid response.

Professional Grounds Services snow & ice control operations fields a fleet of over 30 loaders, 200 plow trucks in various sizes and over 100 sidewalk staff equipped with ATV's and snow blowers. We stock over 40 pallets of bagged icemelter at all times, and have over 5000 tons of salt available at four Metro Detroit locations for our customers.

We provide our large customers with the ability to have an “on-site” snow removal staff and equipment specifically dedicated to their property, which provides 24/7 “blanket” coverage.



Holiday Decorating

During the holiday season, nothing attracts attention more than an impressive display of beautifully lit trees, wreaths and roping, or decorations hung at strategic locations. Professional Grounds has been professionally installing such displays since our founding.

We create holiday environments at shopping centers, office buildings, senior living centers, apartment complexes, model homes, and any other location that wants to stand out from the competition by attracting attention with an attractive display.

Holiday Services available

- Professional design especially for your property
- Tree lighting – all sizes and styles
- Colors – traditional white as well as specific colors as required
- Wreaths up to 15 feet– both natural and artificial can be lit, decorated, installed, removed and stored.
- Light pole decorations – we offer a wide range of selections which we will procure, install, remove, and store.
- Specialty items – such as a five foot snowflake and Santa with sleigh can be installed, removed and stored
- Garland installations, both lit and natural, to all surfaces (posts, fences, gates, etc)
- Decorated Christmas trees (outdoor & indoor)
- Pointsettia delivery – for clients, tenants, guests and staff

Contact your account manager or use the “contact us” portion of our site to find out how we can help you improve traffic and create recognition for your property.



Site Management

For those customers who desire the simplicity of complete exterior maintenance from a single provider, Professional Grounds offers our Site Management package, which provides for providing virtually all of a commercial property's exterior maintenance needs, as detailed below:

Landscape Services

We provide the property with complete grounds maintenance, lawn fertilizing, tree & shrub care, crack & crevice weed control, mulch installation, annual flower installation & care, landscape re-design, repair & replacements and irrigation system management.

Snow & Ice Management

All of our standard snow & ice services are included such as lot plowing, sidewalk shoveling, lot de-icing, and sidewalk de-icing. Services are provided as appropriate for the location of the property, and may include sand applications, snow stacking, liquid de-icing, etc.

General Facility Services

To provide for the regular upkeep of a property, the following services are available;

- Daily/as needed porter services
- Parking lot sweeping, striping, cold patch repairs
- Pest control services – indoor and exterior
- Painting and minor repairs – scrapes, scratches, etc.
- Vacant space services, including emptying & cleaning, leasing & contractor access, rekeying, as well as “vanilla-box” service to repair & repaint vacant spaces for showing.
- Exterior window & mullion cleaning
- Sidewalk & exterior cleaning & pressure washing
- Leasing signage installation & removal
- Parking lot and sidewalk lighting & timer maintenance
- Debris & graffiti removal

One-stop service

All of these services are provided both directly through Professional Grounds and through our nationwide network of high quality contractors in various specialties. **One point of contact** is established for the customer with a Professional Grounds Account Manager, and we manage the process.

Our customers can select any or all of the service offerings, and receive one summary invoice monthly for all services, saving customers the time and effort in contacting various contractors, processing numerous invoices, and processing payments to each.

Geographic availability

Site management services are available nationwide to our customers, allowing a property manager responsible for geographically widespread properties to maintain the same standards of care and service at each.