Midwest Groundcovers
Summer Internship Program

Our goal is to provide a multifaceted and meaningful opportunity for the student to experience the day-to-day operations in specified focused work areas. The intern will have the opportunity to attend educational and social events such as trade shows, seminars, in-house training and our company picnic. The intern program features an initial goal setting plan at the start of the internship with a review of the program and goal achievement at the conclusion of the program.

Midwest Groundcovers offers the following summer internships.

**Customer Service/Inside Sales/Marketing Intern** – St. Charles, Illinois
The intern will perform various activities and learn the inner workings of our Customer Service department and Inside Sales team. The intern will learn many facets of the department including assisting customers via phone, and order/quote entering. The intern will learn many different aspects of marketing, including creating company promotional materials, assisting with imaging projects, learning and maintaining the plant database.

**Sales Operations Intern** – St. Charles, Illinois
The sales operations internship allows students to get to know how orders are processed and delivered to customers and will spend time in the sales yard helping customers and processing orders. The intern will follow the order process by assembling and labeling an order, assist in loading customers in the pick up yard, learn about our internal distribution and shipping processes- even make a delivery with a driver!

**Production Intern** – Fennville, Michigan
The intern will experience aspects of plant propagation including cutting, sticking, misting, and drenching. Additional work experiences may include inventory assistance, record keeping, cultural care, pruning, spacing, aiding in fertilization of plants, tracking degree days, disease and pest identification and production scheduling insight.

**Production Intern** – Virgil, Illinois
The intern will experience working in a wholesale production container nursery, from the start of propagation through shipping to market. The production work experiences will include; propagation, potting, growing, plant health, inventory, shipping, greenhouse production and trialing.

**Horticultural Soils Internship**

**Horticultural Soils Interns** – Virgil, Illinois
Over the course of this internship work will be done in the Center for Horticultural Soils Testing and Research running laboratory analysis and collecting data for Soil, Soilless media and their components. This includes Nursery, Greenhouse, Landscape, Green Roof, Bioswale, and other engineered blends. Additionally a research project will be conducted and presented at the conclusion of the internship. This internship involves some physically demanding work in a variety of environments and weather. Proficiency in Microsoft Office preferred, especially Excel, with ability to work independently with attention to detail. This is an opportunity to learn and experience the brown side of the green industry. There are opportunities for full-time and/or part-time Soils internships lasting from 3-6 months during the spring and summer.
CURRENJob OPENINGS

Sales Yard Sales Rep. - Midwest Groundcovers
Full-time and Seasonal Positions - St. Charles, IL location
• Provide friendly and open communication with external and internal customers in the Sales Yard
• Professionally process accurate and timely orders and quotes
• Coordinate with inventory, shipping and accounting for smooth flow of customer orders and accounts
• Continually update knowledge of products, industry and customers
• Must have excellent computer skills including Word, Excel and Outlook
• 2 year degree and 4 years in horticulture and/or customer service work related experience
• Bilingual in Spanish and English helpful

Inside Sales/Customer Service Reps - Midwest Groundcovers
Full-time and Seasonal Positions – St. Charles, IL location
• Provide efficient, accurate and knowledgeable service to ensure excellent customer service satisfaction
• Professionally process accurate and timely orders and quotes
• Answer customer questions about their accounts, quotes, orders or plants; develop customer relationships
• Must have excellent computer skills including Word, Excel and Outlook
• 2 year degree and 4 years in horticulture and/or customer service work related experience

OUR MISSION is to provide quality plants and services to customers in the landscaping and green environment by continuing to build a quality company where employees and owners can achieve their professional and personal goals through the company.

OUR MISSION is to exceed the expectations of our customers in the horticultural and related fields with quality non-plant products and services, while providing the stockholders and employees an opportunity to advance their business and personal goals through the company in an enjoyable and fulfilling way.

Growing Career Opportunities

As our companies grow — Grow with us!

For further details on job opportunities within the Midwest Companies e-mail us at: midwestjobs@midwestgroundcovers.com or call 847-742-1790 ext. 2017
Visit our website at www.midwestgroundcovers.com