

CONSIDER IT DONE *Special Events*

Floral Designer

About Us

Consider It Done Special Events, LLC is a full service event decor, management, and production company. The company is currently located in N. Chelmsford, MA but will be moving to Billerica, MA imminently. The company launched in 2015 and has now grown over the years to manage more than 100 events annually including wedding, corporate events, marketing events and more.

Job Responsibilities

- Manage the ordering, processing and preparation of all flowers
- Maintain the cleanliness and inventory of the design studio for all vases, supplies, tools, buckets, etc.
- Execute all flower contracts for weddings and events
- Aid in the delivery of flower contracts as needed

Job Requirements

- High School Diploma or equivalent
- Minimum 2 years experience working with flowers or have education in floral design
- Able to lift a minimum of 40 lbs.
- Familiar with google docs and google sheets
- Must have valid driver's license and over age 18
- Must have a clean appearance and willing to talk with clients

Compensation & Benefits

- This is a part time position with possibility of growth to a full time position
- \$15-\$17/Hr. Depending on experience
- Availability to work weekends and some holidays
- Excluded Holidays: We do not accept events during Thanksgiving Week and Christmas Week.
- Position Reports to the Event Planner