



Nursery Yard Manager/Shipping Assistant

Location:

Aroma Park, IL 60910

Company:

Kankakee Nursery

Date posted:

August 5, 2026

Job description:

We are seeking a dynamic and proactive Shipping & Nursery Yard Manager to help lead our logistics operations and nursery yard activities. In this vital role, you will oversee the efficient handling of shipments, manage inventory control, and supervise yard operations to ensure seamless distribution and material handling. Your leadership will drive process improvements, maintain safety standards, and foster a productive team environment. During slower times of the year, you will assist with inventory and tagging, learning horticultural standards necessary to thrive in this role. This position offers an exciting opportunity to contribute to a fast-paced, growth-oriented organization committed to excellence in supplying high-quality trees nationwide.

- Oversee all shipping and receiving activities, ensuring timely and accurate processing of inbound and outbound shipments.
- Manage nursery yard operations, including plant material handling, storage, and organization to optimize space utilization and accessibility.
- Supervise nursery yard team members, providing guidance, training, and performance feedback to foster a high-performing team.
- Coordinate inventory management processes, including stock control, cycle counts, and reconciliation to maintain accurate inventory levels.
- Implement process improvements to enhance operational efficiency, safety compliance (OSHA standards), and material handling procedures.
- Operate forklifts and other heavy machinery safely for materials movement within the warehouse and nursery yard.

- Collaborate with third-party logistics providers (3PL) for transportation planning, shipping schedules, and delivery coordination.

Qualifications

- Proven experience in a nursery wholesale yard with a focus on plant health and shipping & receiving processes.
- Excellent team management skills with the ability to motivate staff and foster a collaborative work environment.
- Mechanical aptitude with familiarity in materials handling equipment such as forklifts; certification preferred.
- Ability to identify process inefficiencies and implement effective improvements for operational excellence.
- Ability to work outside in all weather conditions.
- Bilingual (spanish & english) applicant is preferred

Join our team to cultivate a thriving environment where innovation meets nature! We are committed to fostering growth—both for our plants and our people—by providing a supportive workspace that values expertise, initiative, and sustainability.

Pay: From \$25.00 per hour

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Health insurance
- Paid time off
- Vision insurance

Work Location: In person

Interested and qualified applicants: send resume to johnw@kankakeenursery.com