

## Barbara Cruz Villarreal

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Texas A&M University - Commerce; PO Box 3011, Commerce, TX 75428 Phone:  
903-886-5358

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### Horticulturist/Arborist

- Summary
- Strong knowledge and background in the Horticultural and Arboriculture field
  - Proficient organizational skills
  - One on one professional consultant; establishing professional relationships
  - Satisfied client base
  - Adapts quickly, learns efficiently, and communicates ideas clearly
  - Passionate about meeting new people and learning about what they need
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Key Skills	Microsoft Office	Microsoft Excel	Microsoft Power Point
	Outlook	Website Management	QuickBooks
	Inventory	Education	Account Management
	Customer Service	Retail Sales/Wholesale	Scheduling
	Team Work	Merchandising	Marketing
	Plant Health	Soil Health	Accounts Payable

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Education

**Masters in Agricultural Science and Technology** - Emphasis in Horticulture  
Thesis: Evaluation of Northern Roses in Texas  
*Texas A&M University-Commerce 2010*

**Bachelors in Agricultural Science and Technology** - Emphasis in Ornamental Horticulture  
*Texas A&M University-Commerce 2008*

**Associates in Applied Science**  
*Tyler Junior College 2005*

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Certifications

Texas Certified Arborist  
Oak Wilt Qualified

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## Career History

### **Tree Service Sales, Samuel's Tree Service, LLC, June 2017 to present**

- Tree Service sales, consultations, and diagnosis
- Bid projects and provide quotes
- Scheduling of service
- Dispatch, manage crew, and job site walk through
- Client follow-up

### **Tree Service Sales, Fannin Tree Farm / Services, October 2015 to June 2017**

- Tree Service sales, consultation, and diagnosis
- Tree Service and Tree sales / Outside Sales
- Client follow-up
- Scheduling of service
- Bid projects and provide quotes
- Assist clients with horticultural questions
- Dispatch, manage crews, and jobsite walk through

### **Inside Sales, Soil Building Systems, June 2014 to October 2015**

- Call current/potential clients for orders
- Customer service
- Assist clients with horticultural questions and educate
- Bid projects
- Provide quotes
- Schedule deliveries
- Account management
- Accounts payable
- TCEQ/ SWPPP Management

### **Garden Advisor, North Haven Gardens; June 2014 to June 2016**

- Assist clientele with plant questions, choices, and needs
- Assist with soil amendments, common pests, and watering
- Restock plant material; inform clientele of incoming stock.
- Teach small pop-up classes to inform clientele of different plant information

### **Head Retail Sales, Office Manager: Chambersville Tree Farms January 2011 to March 2014**

- Worked directly with clients in sales, scheduling, delivery and installation
- Overall office sales and processing (for retail and wholesale accounts)
- Organizer of Plant Ant Account, website updates, and marketing
- Client Services
- Maintained Inventory
- Presenter to garden clubs, tours, and other groups
- Organizer for functions with various garden clubs
- Co-Manager of production and planting crews

**Graduate Assistant, *Texas A&M University Commerce* 2009-2010**

- Thesis, Evaluation of Northern Roses in Texas
  - Taught introductory labs for Horticulture and Soils
  - Maintained College Green Houses and mass plantings around Agricultural building
  - Assisted with Green Roof Project
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