

BUDTENDERS:

Who we are:

DreamWorx Botanicals is a vertically integrated medical cannabis company covering all aspects of cultivation, manufacturing, and distribution located in Poteau, Oklahoma.

With our growing team and business, we're currently looking to hire knowledgeable, outgoing, and compassionate Budtenders for our Dispensary. We are paying competitive rates and a bonus after 6 months of employment. If you are relocating, DreamWorx will pay for your lodging, electric, cable, water and internet.

Job Description:

The Dispensary Agent is responsible for interacting with, educating, and advising patients face-to-face and by phone, record-keeping, assisting with inventory and cash management as well as interacting with local service providers. The Dispensary Agent will be cross trained in all order fulfillment activities which includes preparing orders, entering product information, calling patients and fulfilling product requests and admitting/checking in patients. The Dispensary Agent is also responsible for upholding the mission and values of the company and ensuring that his/her team delivers patient service and care excellence at all times. We are recruiting for part time and full positions.

Duties/Responsibilities:

- Greet patients and caregivers in person or on the phone and control their entry into dispensary; checking eligibility and validity of medical card; oversees member intake and renewal procedures
- Assist potential patients with registering or reregistering into OMMA program.
- Maintain member records in compliance with State law and Company policy
- Answer questions about the law and the Company from members and others
- Assist patients/caregivers in selecting medicine; advises and educates them about safe dosage and other aspects of this medicine
- Assist Dispensary Manager, and Supervisors with inventory and cash management, daily and weekly
- Maintain a clean, safe, welcoming environment inside and outside the facility
- Other duties may be assigned by the Dispensary Manager and Supervisors according to Company needs

Competencies:

- Outstanding phone and in-person customer service skills
- Thriving to perform job duties in a fast-paced environment with the ability to stay even keeled in periods of stress
- Demonstrated proactivity, flexibility, adaptability and multi-tasking
- Ability to maintain confidentiality and ethical conduct
- Skill in accurate cash management and inventory control

- Strong written and oral interpersonal communication skills
- Ability to effectively plan and prioritize
- Ability to focus; attention to detail
- Ability to work effectively as part of a team
- Absolute reliability and honesty

Education Requirements & Qualifications:

- High school diploma or equivalent
- 2 years post-secondary education in a related field preferred
- 2+ years' experience in a fast-paced client-service intensive industry – hospitality and retail backgrounds preferred
- Computer & equipment operations necessary for running an office/retail center (POS systems; Word; Excel; office equipment such as copiers/telephone systems)
- Familiarity with history and varieties of medical marijuana preferred but not required

Other Requirements:

- Extended time standing, walking, bending, and reaching
- Must pass a background

We're looking for those with a willingness to learn and who want to be apart of an ever-growing industry! If you have a passion for Cannabis and helping others, apply here!