

HAMMER MADE

Hammer Made is a brand that believes something as simple as a shirt can turn a guy into the most confident version of himself. As we continue to grow our brand, we are looking for go getters who like to win and have a blast along the way. If you are a natural connector and have a strong personal drive to succeed, we want to meet you!

Job title	<i>Assistant Manager</i>
Reports to	<i>Store Manager</i>

Business Skills

The Assistant Manager is responsible for supporting the Store Manager in all aspects of the retail store operation including sales driving strategies to meet monthly sales goals. Assistant Managers embody the Hammer Made brand, live out the mission and values and support the coaching and development of their team to produce results and give an exceptional sales floor experience.

Business Skills

Achieve Sales Results / Support Creation of Strategies to Drive Sales

- Demonstrate sales leadership for staff by playing an active role on the selling floor
- Achieves monthly minimum personal sales goal
- Coaches and develops team to meet individual sales goals and drive business performance
- Assists with promotion of in-store events and promotions to increase customer base and build the Hammer Made brand
- Assists in the creating and disseminating of clientele systems while building and maintaining personal clientele data base

Responsibilities

Recruiting and Staffing

- Actively recruits to ensure store is consistently staffed with the required number of employees
- Partners with manager to recruit top talent who consistently meets or exceeds personal sales goals
- Adjusts staffing levels to reflect seasonal and traffic trends

Maintain Store Operation Excellence

- Supports the manager to achieve all financial objectives; payroll, profitability, sales goals
- Manages transactions and cash for accuracy. Ensures deposits are processed in accordance with cash management expectations.
- Completes daily store log
- Leads visual merchandising initiatives. Executes and ensures a top quality, appealing merchandise assortment that promotes effective sales and store traffic.
- Responsible for order management of designated merchandise
- Assists in managing store inventory

Leadership Skills

- Motivates and inspires the team by delivering a compelling vision and purpose that encompasses the Hammer Made core values
- Leads by example driving sales and communicating clear expectations to the team for achieving all brand, performance and behavior standards.

- Ensures image and grooming standards are professional, reflective of the brand image and adhered to at all times
- Inspires team by creating passion around product and current trends

Qualifications and Requirements

- Bachelor's degree or equivalent experience
- 1-3 years previous management experience preferred
- Strong selling skills and proven ability to achieve results
- Effective organization skills
- Strong communications skills (verbal and written) including strong relationship building skills
- Regular predictable attendance.
- Ability to motivate and inspire team members
- Problems solving and analytical skills that can adapt in an ever changing retail environment
- Ability to meet minimum monthly scheduling requirements set forth by company including evenings, weekends and holidays
- Ability to be mobile on the selling floor for extended periods of time
- Physical requirements include: walking, stooping, lifting up to 40 lbs. and standing for extended periods of time.

Note: The job responsibilities and tasks describes herein may be modified and expanded over time