



POSITION: RETAIL SPECIALIST

BARK BARK
ADVENTURE PARK

2083 N. Wixom Rd
Wixom MI 48393

www.barkbarkadventurepark.com

PART TIME POSITION

Job Summary

We are looking for someone to oversee the daily operations of our retail shop within the park. You will be the one to ensure smooth running of operations to maximize sales and minimize costs.

The ideal candidate will have experience as a store associate and knowledge of diverse business categories such as sales, marketing etc. We want people who strive to stretch their individual performance and inspire others through their passion for service.

Ultimately, you'll help Bark Bark Adventure Park LLC grow and thrive.

Responsibilities

Duties shall include, but not be limited to:

- Monitor stock levels and purchases and ensure they stay within budget
- Inspect the areas in the shop and resolve any issues that might arise.
- Plan and facilitate shop promotional events or displays
- Keep abreast of market trends to determine the need for improvements in the store
- Ensure the shop fulfills all legal health and safety guidelines
- Process sales through the Point-of-Sale system. Knowledge of Wix.com is a plus!
- Complete daily transactions and close paperwork accurately and timely at the end of the day
- Address customer concerns immediately and to their satisfaction
- Communicate any problems and potential issues to management
- Alert manager of expected shortages in a timely manner
- Assist with special events within facility
- Facilitate a friendly, hospitable environment

Requirements

- MUST BE 18 OR OLDER
- Must LOVE DOGS
- Ability to work flexible hours which include mornings, evenings, holidays on both weekdays and weekends.
- Previous experience in dog related business environment is a plus
- High School diploma or equivalent
- Proven experience in retail or in similar position
- Knowledge of retail best practices
- Outstanding communication and interpersonal abilities

- Excellent organizing and leadership skills
- Analytical mind and familiarity with data analysis principles
- Experience in Point-of-Sale programming. Knowledge of Wix.com is a plus!
- Welcoming and energized personality
- Demonstrates excellent time and task management
- Computer skills (Microsoft Word, Excel, Outlook, Power Point)

Work Environment and Physical Demands

- Be able to multi-task in a fast-paced environment
- Requires writing, standing, sitting, walking, repetitive motions, lifting, bending, reaching, communicating effectively, and visual acuity
- Requires communicating effectively with dogs, guests, and supervisors in loud environment
- Must be able to lift up to 25 lbs. on a regular and continuing basis (ex. heavy boxes)
- Must be able to push and pull carts and equipment weighing up to 50 lbs. occasionally
- Requires manual dexterity to use and operate all necessary equipment
- Standing position for extended periods of time throughout shift

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status or any other characteristic protected by law.

Please send your cover letter and resume to: bark.at.us@barkbarkadventurepark.com