



OTTOBAUTHENTIC

Let's Talk... we're looking for:

Site Manager

Boksburg, Gauteng

Salary: R30k – R40kpm CTC

Role:

- Our client is looking for a Retail Clerk to assist with all back-office duties associated with a retail environment

Qualifications & Skills

- National Diploma in Business Administration, Commerce, Accounting, or related field
- 6 years related experience in retail sales with a proven track record in a managerial capacity.
- Ability to effectively communicate and/or negotiate with high level of proficiency.
- Excellent MS Office skills and knowledge of retail operating systems

Responsibilities:

- Ability to execute in a diverse environment by building a deep understanding of the company's products and consumers to develop narratives that translate those concepts to broad consumer audiences and customer experiences
- Achieves financial objectives by preparing an annual budget, scheduling expenditures, maintain branch controls, and analysing variances to maximise profitability and meet sales targets
- Maintain proper stock management
- Promote high levels of customer satisfaction by addressing customer complaints
- Compliance with internal company policies, procedures, processes, and external regulations
- Ability to lead a high impact team and collaborate with different stakeholders
- Building trusting relations and inspire relations amongst the internal and external stakeholders
- Driving the automation/optimization of digital processes and inventory control platforms
- Develop consumer-facing content across a variety of segments to publicise the company's products & brands

Benefits:

- Provident fund

Kindly note: If you have not heard from us within 7 working days, your application was unsuccessful.

FULL JOB SPEC available on request.

How to Apply: Please submit your resume to: elle@ottobauthentic.co.za and use the job title as the subject.