



An exciting opportunity exists to join the Cycle Care team as the **Assistant Floor Manager**. Interested candidates must be willing to work beyond office hours (evenings and weekends) as required.

Reporting to the Finance & Windward Specialist, the Assistant Floor Manager is responsible for providing support and oversight across all areas of the business, (Sales & Service; Inventory & Logistics, Garage and the Warehouse). The successful candidate will be tasked with ensuring sales and service standards are adhered to and for ensuring that team members are complying with quality, production and efficiency policies at all times. He/She will also be responsible for customer relations and satisfaction along with overseeing daily and weekly appointment and work schedules. This is an extremely dynamic role requiring an energetic, quality focused individual who is able to manage multiple priorities, tight deadlines and work schedules. As this is a new position for the business, additional responsibilities will be added as needed. This is an extremely hands-on role requiring the successful candidate to be on their feet for a large portion of the day.

Specific Job Skills and Requirements:

- At least 5 years' experience in a busy retail; wholesale or automotive environment with responsibility for multiple priorities. Prior knowledge of motorcycles/scooters and parts is preferred.
- At least 3 years' experience in a direct customer facing role.
- Ability to work under pressure, multi-task confidently and meet deadlines.
- Strong communication (verbal and written) skills with the ability to communicate clearly.
- Good all-around administrative and computer skills, especially with MS Office.
- A clean driver's license is required, and a Truck license is preferred.

Should the above be of interest to you and your experience matches the requirements, please apply no later than August 10th 2020 to:
Performance Solutions Limited, Suite 350, 48 Par-la-Ville Road, Hamilton, HM 11, Phone: 232-5270, Email hr@psolutions.bm



**SERPENTINE RD
PEMBROKE**

**441 - 295-0003
WWW.CYCLECARE.BM**