

Brown & Co.

Invites applicants for the position of

OPERATIONS MANAGER

Brown & Co., a subsidiary of The Phoenix Stores, has an interesting and challenging opportunity for an Operations Manager. Reporting directly to the General Manager, the successful candidate will be responsible for directing the day-to-day operation of our store.

The successful applicant will be responsible for:

- Directly assisting the General Manager with inter-department communications, security and facilities maintenance
- Formulating operational procedures, managing day-to-day operations and allocating resources, as required
- Assisting the General Manager to successfully manage the store's P & L
- Formulating and documenting marketing plans in conjunction with senior management
- Identifying new opportunities for development and growth of business
- Training and developing positive enthusiastic employees to ensure good customer service is provided
- Leading the efforts for the continued development and expansion of business in a customer driven retail environment
- Developing and assigning tasks appropriately to maintain the highest possible standards and productivity
- Operating on a cost-efficient basis within the established framework of policies, objectives, and budgets of the company
- Monitoring inventory to ensure on-time shipments and appropriate volume levels for seasonal goods

The skills required to be successful in the position include:

- Minimum of 10 years senior management experience in diverse retail industries
- Extensive client service experience with a proven track record in sales
- A solid understanding of best practices in Department Store Management
- Excellent verbal and written communication skills
- Conversant with modern marketing and sales techniques, combined with a clear understanding of merchandising strategies
- Must be fully computer literate in a MS Office based environment
- Must be a self-starter with a great deal of initiative and the ability to handle multiple tasks
- Solid understanding of profit & loss statements and working knowledge of a computerized point of sales system
- Strong leadership and coaching skills with the ability to work effectively with all staff levels
- Sound and reliable work ethic with the flexibility to work extended hours including weekends and public holidays when required

Qualified applicants can apply online at www.phoenixstores.bm, under the Careers tab, or by submitting a detailed cover letter and resume to: Human Resource Manager – The Phoenix Stores Limited, PO Box HM 826, Hamilton HM CX Bermuda .

Closing Date: 16th April 2021