

# **WILD MUSE WAREHOUSE MANAGER**



## ***JOB OVERVIEW:***

AREA15 is looking for a nice, outgoing, detail-oriented, process-driven Wild Muse Warehouse Manager to join our retail team! We are seeking those who are dynamic, driven, team focused, creative, organized, and accustomed to a fast-paced environment with a passion for fashion and art. The ideal candidate will be responsible for driving KPIs while providing excellent customer service to our guests, leading the warehouse and inventory teams, assisting the Wild Muse leadership team to elevate and meet the growing business needs.

## ***RESPONSIBILITIES AND DUTIES:***

Assist the Wild Muse General Manager in organizing, creating SOPs, planning and implementing strategy for daily operations of retail in the AREA15 Las Vegas District.

### **Inventory & Warehouse responsibilities:**

- Demonstrate excellent sales, customer service, inventory management and visual merchandising skills with ability to drive sales plans and determine product performance
- Lead and motivate warehouse team to meet and exceed monthly sales plans by creating concise daily and weekly goals for the team
- Ensuring all merchandise and inventory are displayed and restocked in an organized and visually appealing way
- Develop sales, product information and boutique operations training materials; implementing policies and procedures while training new hires
- Spearhead all HR related weekly tasks for the warehouse team
- Develop the retail strategy with leadership while working with internal and external vendors
- Plan for event logistics which include vendor booths and AREA15 activations
- Provide an amazing guest experience and resolving any gaps in service timely
- Resolve any concerns, complaints or conflict between sales associates, ensuring fairness to all parties while providing coaching
- Track and report all necessary disciplinary actions to leadership and HR
- Ensure the warehouse is clean, organized and presentable
- Ensure safety and team members is a priority
- Develop warehouse standard operating procedures
- Analyze inventory reports and transfer merchandise between store and warehouse locations to replenish inventory in store daily

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## RESPONSIBILITIES AND DUTIES (continued):

Inventory & Warehouse responsibilities cont:

- Assist in inventory management reconciliations, variance resolution, and POS
- Learn and develop and deep understanding of current and future IMS
- Assist in supplying inventory for pop-up events, booths and activations
- Have a positive, upbeat, “whatever-needs-to-get-done” attitude
- Have the motivation, determination and passion to grow the Wild Muse brand, team and success
- We are looking for team members who can visualize 5+ years in the future and work strategically towards those goals
- Have knowledge of key festivals and understand their fashion trends to ensure the retail outlet can support the needs of their attendees
- Embrace the AREA15 and Wild Muse brand and culture assisting in establishing AREA15 as a fashion and art destination
- Adhere to all AREA15 and Wild Muse property policies, procedures and controls

## QUALIFICATIONS & SKILLS

- 3-5 years of retail experience with strong history of KPI growth in a leadership role
- Understanding of warehouse and store retail partnership
- Strong organizational, communication, conflict-resolution and time-management skills
- Problem-solving attitude, team-player, goal-oriented
- Strategic process and training development skills
- Must be in touch with creative side and open to assuming a character during shift, including costumes for themed events
- Must have transportation and have open availability to workday and night shifts including weekends and holidays as necessary based on business needs
- Must be able to stand, walk, bend and lift during an entire shift
- Must be able to work in low lighting and sensory sensitive environment that is subject to varying levels of noise, crowds, flashing lights and smoke
- Must have the ability to withstand high temperatures, heat, and sun exposure.
- Must be able to lift 50lbs and use a box cutter safely
- Valid driver's license and clean driving record
- Must be proficient in the English language; additional language skills preferred
- Must be authorized to work in the U.S

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## **ABOUT AREA15**

AREA15, located minutes from the Las Vegas Strip, is the world's first purpose-built experiential entertainment complex offering live events, immersive activations, monumental art installations, extraordinary design elements, unique retail, ground-breaking technology, bars and eateries and much more. With a growing collection of dynamic destinations including Dueling Axes, Emporium, Lost Spirits Distillery, Oddwood Bar, Wink World, The Beast, a culinary experience by Todd English, and anchor experience, Meow Wolf's Omega Mart, AREA15's is an ever-changing art, retail and entertainment destination attracting locals and tourists of all ages.

For more information visit [www.AREA15.com](http://www.AREA15.com) and follow on Instagram and Twitter: @AREA15Official; Facebook: AREA15LasVegas and YouTube: AREA15.

AREA15 is an equal opportunity employer and values diversity. We are committed to complying with all federal, state and local laws providing equal opportunities and all other employment laws and regulations.

**TO APPLY, PLEASE FILL OUT OUR EMPLOYMENT APPLICATION FORM AND ENTER "WILD MUSE ASSISTANT MANAGER" AS THE POSITION YOU ARE APPLYING FOR.**

