

## Store Manager Assistant

### Company

Since 1993, our company client has been creating her high-end women's ready-to-wear collections by offering a real lifestyle thanks to a complete wardrobe around the shirt, accompanied by a line of accessories. The brand defines its client as a woman who assumes, dares and expresses the different facets of her personality with elegance and a pronounced taste for the style and quality of the materials worn.

Today, the company has 350 employees worldwide and offers its products in 60 stores spread over three zones: United States, Europe and Asia where we have 6 stores and expanding.

The teams pay constant attention to the quality and details found in their products, the differentiating experience offered to shoppers and the selection and support of employees. The company is nowadays wishing to develop the notoriety and the visibility of its brand while preserving its artisanal know-how around the embroidery and the lace which are made on the site in France where the workshops are located.

Employees are encouraged to be proactive and to develop in their position in a climate of trust that encourages responsibility, autonomy and versatility.

The familial corporate culture of the brand is also based on strong values: simplicity, proximity and demand at all levels of the company. Values that allow today's employees to flourish in their work, to promote mutual help and benevolence and to be engaged daily.

Location based in Shanghai

Reporting line to District Manager

### Responsibility

作为一名安·芳迪专卖店的副店经理，您需要和店经理密切合作以实现以下目标：

As an assistant store manager of Anne Fontaine store, you need to work closely with the store manager to achieve the following goals:

- 通过业绩增长，培养业务人才，以及维护客户关系来领导和支持公司的发展计划  
Lead and support the company's growth plan through performance growth, business talent development and customer relationship maintenance.
- 成为专卖店的销售典范，带领店铺运营销售，并确保个人销售业绩至少达到店铺总业绩的 30%  
Become the sales model of the exclusive store, lead the store operation and sales, and ensure that the personal sales performance at least reaches 30% of the total performance of the store
- 能够适应安·芳迪品牌的销售文化，专注于神秘访店的预期度，风格搭配以及消费者的参与度

Be able to adapt to the sales culture of Anne Fontaine, focus on the expectation of mysterious store visit, style matching and consumer participation

- 能够维护且持续发展新客户，并为之建立良好的长期客户关系  
Be able to maintain and continuously develop new customers and establish good long-term customer relationship with them
- 培训指导员工超额完成个人和店铺的销售目标，同时实现较高的 KPI  
Train and guide employees to exceed personal and store sales targets and achieve very good KPI
- 协助店经理组建一支高度重视客户体验、维护品牌形象、有建议销售技巧的高效团队  
Assist the store manager to build an efficient team that attaches great importance to customer experience, maintains brand image and has sales suggestion skills
- 负责团队绩效管理，店铺运营以及客户拓展  
Responsible for team performance management, store operation and customer development
- 具有个人发展计划，善于倾听并接受反馈意见，并能给予指导  
Have personal development plan, good at listening and receiving feedback, and can give guidance
- 能够迅速有条理地处理问题，同时胜任多项任务，并能让其他成员快速上手  
Be able to deal with problems in a quick and orderly way, be competent for multiple tasks at the same time, and let other members get started quickly
- 通过定期对货品进行检查来确保库存量，以维持库存并防止损失  
Ensure stock by checking goods regularly to maintain stock and prevent loss
- 配合店经理协调完成公司的所有工作准则和规章制度：包括店铺商品陈列标准，防损与库存管控以及合规程序等  
Coordinate with store manager to complete all work rules and regulations of the company, including store display standards, loss prevention and inventory control, compliance procedures, etc
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## Requirement

作为安·芳迪的理想候选人需要具备以下条件：

As an ideal candidate for Anne Fontaine, you need to have the following qualifications.

- 通过改善绩效底线以及发展强大的销售团队来实现业务增长的良好记录

Achieve a good track record of business growth by improving the bottom-line performance and developing a strong sales team

- 具有强烈的时尚审美观，并热衷于为客户打造个人时尚造型  
Has a strong fashion aesthetic, and keen to create personal fashion for customers.
- 积极有活力，具有超凡个人魅力，能够结合品牌精神为顾客提供独特的体验拥有良好的人际交往能力，能够与客户、同事和管理层进行有效沟通  
Positive and energetic, with extraordinary personal charm, can combine the spirit of the brand to provide customers with a unique experience Good interpersonal skills, able to communicate effectively with customers, colleagues, and management.
- 能够主动承担团队工作并且做到自我监督的表率  
Be able to take initiative in team work and set an example of self-supervision
- 做到细心留意每一位进店顾客的情况，并活动在店铺区域的每一个角落  
Pay close attention to the situation of every customer entering the store and move in every corner of the store area.
- 会说法语或英语者优先  
French or English speaker will be a plus.
- 能够接受因业务需求，在晚上、周末以及假期出勤的排班制度  
Be able to work in night, weekend and holiday due to business requireme.

***Please send your resume to: [sh-recruitment@ccifc.org](mailto:sh-recruitment@ccifc.org)***