



## Job Description for Retail Specialist

**Your Job Title:** Retail Specialist

**Where You Will Work:** Aventura Mall - 19501 Biscayne Blvd Aventura, FL 33180

**Reports to:** CEO - Kimone Ferguson

### About Kimone's Cake Art Studio

Kimone's Cake Art Studio was established in 2019 from our love for creating edible art. It all began with a trip to a local craft store back in 2005, which ignited a desire to bake and decorate cakes for every memorable milestone. Providing artfully crafted luxury desserts for life's most precious moments, a vision we're still baking into reality today. We don't just offer desserts, we also serve up sweet skills through cake and cookie classes both in-person and online for schools, community groups, hobby bakers and individuals who want to learn something new. Whether you're craving a taste of our luxurious creations or eager to dive into the world of baking with our classes, Kimone's Cake Art Studio is here to sweeten every moment.

### Who We Are Looking For

As a Retail Specialist for our weekend pop-up shops, you will be an integral part of our customer-focused team, responsible for delivering exceptional service and driving sales. In this role, you will serve as the face of our brand, interacting directly with customers to provide assistance, answer questions, and ensure a positive shopping experience.

You will play a key role in maintaining the operational efficiency and visual appeal of the pop-up shop, from managing transactions at the point of sale to restocking merchandise and ensuring the cleanliness and organization of the table. Your attention to detail will be essential in accurately processing transactions, monitoring inventory levels, and identifying opportunities to enhance the customer experience.

Additionally, you will collaborate closely with our team to achieve sales targets and meet operational goals. Whether you're recommending products to customers, assisting with stock replenishment, or promoting special offers and promotions, your contributions will be critical to the success of our pop-up shop.

This role offers the opportunity to work in a dynamic and fast-paced environment, where no two days are the same. If you are passionate about retail, thrive in a customer-facing role, and enjoy working as part of a team, we encourage you to apply for the Retail Specialist position and become a valued member of our pop-up shop team.

### **What Your Responsibilities Will Include**

- Greet and assist customers as they come up to the table.
- Provide product information, recommendations, and assistance to customers.
- Process transactions accurately and efficiently using the point of sale systems.
- Maintain cleanliness, organization, and visual merchandising standards of the pop-up shop.
- Monitor inventory levels and assist with stock replenishment as needed.
- Address customer inquiries, and concerns in a professional and timely manner.
- Promote special offers, discounts, and promotions to customers to drive sales.
- Collaborate with team members to achieve sales targets and meet operational goals.
- Follow company policies and procedures to ensure a positive shopping experience for customers.

### **Qualifications for this Position:**

- Previous retail or customer service experience is highly preferred.
- Excellent verbal and written communication skills as well as interpersonal skills.
- Ability to identify opportunities to upsell or cross-sell products.
- Strong attention to detail and organizational abilities.
- Ability to prioritize tasks, manage time effectively, and multitask in a fast-paced environment.
- Comfortable working independently and demonstrating self-motivation.
- Flexibility in scheduling and availability to work weekends and holiday weekends as needed.
- Proven ability to succeed in a fast-paced environment.
- Reliable transportation is required.

## What Your Schedule Will Be

Part-Time - 1 Day or Both Days Pending Availability

Saturdays: 1pm - 8pm

Sundays: 12pm - 6pm

## Benefits for You

- Competitive hourly wage commensurate with experience and performance, ensuring that you are fairly compensated for your contributions to our team.
- Exclusive employee discounts on our products, allowing you to save money while enjoying the perks of being part of our brand family.
- Opportunities for growth to expand your skills, take on new challenges, and advance within our company.
- Supportive and inclusive work environment where your contributions are valued and recognized, making every day at work a rewarding experience.
- Flexible scheduling options to accommodate your needs.
- Comprehensive training and ongoing development to support your continued growth and success.
- Participation in community engagement initiatives and contribute to meaningful causes that align with our values.

## How to Apply:

To apply for this Retail Specialist position, please complete the application form via the link below and submit your resume and cover letter along with three professional references.

We look forward to reviewing your information and considering you for this exciting opportunity to join our team!

**Apply Here: [Retail Specialist Application Form](#)**