

RETAIL/MERCHANDISING

The Wisconsin Woodchucks are seeking a qualified individual to assist with the management of both the online and brick and mortar team retail store. This position will manage a variety of merchandise related items such as: purchasing inventory, creation of new retail items and sales, handling the POS system, supervision of Retail Store employees, and overseeing any other happenings in the Retail Department. The Retail Merchandising Intern must be available for all home games, along with any additional events assigned throughout the season.

Responsibilities Include:

- Assist with the creation and filing of purchase orders for new and existing merchandise items.
- Assist with the creation and implementation of various merchandise promotions.
- Visual merchandising of the Woodshed (Retail Store).
- Assist in all other areas of the Retail Department when needed (may include game day activities, etc.)
- Manage retail employees.
- Prepare Woodshed (Retail Store) and POS system each day for upcoming games/events.
- Manage and fulfill online retail store and online purchases
- Bring new, creative ideas to the table in regards to merchandise and promotions.
- Perform all other duties as assigned.

Required Skills and Qualifications:

- Retail experience preferred
- Ability to manage inventory successfully.
- Ability to work flexible hours.
- Excellent interpersonal and customer service skills.
- Must be organized and able to multi-task.
- Capable of managing 3 to 5 employees.
- Proficient with basic math skills.

The Wisconsin Woodchucks are located in Wausau, WI and are a part of the Northwoods League. To apply, please email a cover letter and resume to: jobs@woodchucks.com

Wisconsin Woodchucks
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