

## Store Manager - East Hampton

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Company: Diptyque Paris

Location: East Hampton

Category: other-general

**DIPTYQUE Paris** luxury Fragrance House has established itself as one of the most renowned, leading fragrance houses within the luxury market today. Founded in 1961, the Maison is known for its mix of iconic scented candles, personal fragrances, bath and body products, and home décor. Its flagship boutique is in Paris' 5<sup>th</sup> arrondissement at 34 Boulevard Saint Germain.

***This role will oversee the boutique in East Hampton at 11 Newtown Lane on Long Island, NY***

### **Job responsibilities include, but are not limited to:**

Drive store sales results to reach goals daily and achieve company targets

Assist with team recruitment, training, and developing an effective sales team

Coach and develop successful associates

Effective communication with all levels of upper management

Manage staff scheduling and approve weekly payroll

Provide constructive feedback, resolve all concerns and take disciplinary action as needed

Maintain strong product knowledge of the brand

Implement and maintain visual and merchandise standards

Build and maintain strong relationships with the team, customers, and colleagues

Prepare daily, weekly, and monthly reports Suggest and implement business plans that will increase profitability

Develop and execute store events

Ensure company policy and procedures are adhered to

Oversee store operations, including, but not limited to maintaining stock (organization, replenishment, and inventory control) and store cleanliness and general housekeeping Ad hoc projects as assigned

### **Job Requirements:**

Previous luxury retail experience a must;

Familiarity with this particular customer base a strong plus

Strong business accountability and follow through

Proven ability to drive sales results

Coaching and staff development experience

Experience creating and maintaining a strong clientele base

Strong communication skills, both written and verbal Flexibility to work nights and evenings as needed

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