



Finance & Operations Manager for Fashion Tech Startup

(m/f, Berlin, as soon as possible)

Are you an analytical thinker and enjoy working on innovative solutions? Are you ready to drive change in the fashion industry and join a fast-growing start-up? - Then you are exactly right with us!

Maison Baum is an online-first brand for aesthetic, comfortable and slow-fashion high heels. The shoes are designed in France, made in Portugal and come with a patented German insole. Our ambition is to revolutionize the shoe market by making it more focused on the human body.

- Our mission: allow independent women to feel confident about every aspect of themselves.

As operations manager you will be responsible for the structured growth of our e-shop as well as that of our B2B partners. As direct report to the founder and integral part of the team, you will actively contribute to the process excellence and long-term success of our company.

OPERATIONS AND LOGISTICS:

- Daily call with the warehouse and our international partners to ensure timely deliveries and shipping priorities
- Check incoming deliveries from the factory against the purchase orders every 6 weeks
- Audit and streamline all current business activities and create library of best practices
- Follow sales forecasts and anticipate monthly restocking of high heels and conditioning with the procurement team
- Research improved order and return processes for our expansion to Switzerland
- Analyze returns (by model, size, material and color) to discover hidden potentials and identify room for product and process improvements
- Renegotiate prices with logistics suppliers and shipping carriers
- Manage our international partners and monitor logistics KPIs monthly (average delivery time, stock coverage, percentage of defective pairs)
- Coordinate the integration of new automations of the supply chain with our web development agency

ACCOUNTING AND FINANCIAL MANAGEMENT:

- Support the preparation of financial statements and monthly investor reports
- Control incoming payments and invoices and assist with debt collection and reminders
- Optimize each step of the buying process and increase your key figures (ABC analysis, coverage of never-out-of-stock models)
- Help with the sourcing of additional cash and credit to fund the working capital necessary for our quick growth
- Help with financial analysis and provide recommendations to improve our operations and overall profitability

YOUR HARD & SOFT SKILLS:

- 1-3+ years of successful work in finance, controlling, logistics, operations, or consulting
- Rigorous and analytical mind, very comfortable with Excel
- You are well-organized, efficient, and eager to grow
- Excellent communicator. You like teamwork and are positive about yourself
- Sensitivity to the world of fashion and wellbeing is a plus
- Strong communication in English and German. French is a plus
- Availability: As of September (flexible) in Berlin

WE ARE OFFERING YOU:

- Contract: End-of-study internship or permanent contract, depending on the profile
- Competitive salary and share package according to profile
- A training position at the heart of the company, you will be in contact with our international production and distribution partners, exposed to many subjects and issues
- Impact: We are growing to improve the lives of millions of women who have been told "beauty knows no pain!"
- Start-up spirit: Hyper-dynamic team, many events, open communication, lots of fresh fruit and a sun-flooded office in the heart of Berlin!

You want to turn the shoe industry upside down with us? Send your CV and cover letter to recruiting@maisonbaum.com, incl. your possible start date and salary expectations. In case of any questions do not hesitate to reach out. Fatou +49 170 330 5834 is happy to help!