

GENERAL MANAGER

Full-Time Position

Start Date: Flexible

The Re-Up Refill Shop is seeking a General Manager to manage Re-Up's sole brick-and-mortar retail location in Oakland, CA.

ABOUT RE-UP:

Re-Up provides bulk groceries in refillable containers with a mission to create a better grocery system, where waste is minimized, products are responsibly sourced, and consumers are informed about environmental and social issues. **Groceries...** without all the waste.

In 2022, we diverted more than 38,717 single use plastic containers... that's 48 cubic yards of trash — enough to fill 24 commercial dumpsters!

We are invested in being a business that is not only good for the planet, but also for our team and the surrounding community. Are you inspired to help a community in the effort to reduce single-use waste? Want to lead a team actively working to build a new model for the grocery industry? Come join us:)

ABOUT THE ROLE:

The General Manager is responsible for overseeing the day-to-day operations at the refill shop and helping to create a less wasteful grocery store experience. The General Manager will be responsible for a wide range of tasks including but not limited to:

- Hiring, managing, and training all staff members (~ 5 people)
- Overseeing all ordering and inventory
- Acting as the main point of contact for staff
- Assisting customers in-store, by phone, and digitally
- Managing staff communications
- Managing shop-wide waste and sustainability initiatives
- Overseeing shop wide inventory checks for stock and ordering supplies
- Managing all QC (quality control) in shop and customer-wide
- Managing general shop upkeep and maintenance
- Working closely with ownership to implement and create new systems

ABOUT YOU:

Competencies and strengths that will make one a good fit for this role include those listed below. We are open to applicants with varying levels and types of experience, provided that the applicant displays the skills required to successfully execute the iob described above.

- Consistent and strong work ethic
- Highly organized, both physically and digitally, and pays attention to detail
- Experience working in grocery or retail at a management level
- People-oriented and excited to educate team members and customers
- Problem solver
- High level of emotional maturity and strong communication skills
- Desire and willingness to learn new skills
- In alignment with Re-Up's overall mission

ADDITIONAL DETAILS:

Position Requirements

The ideal candidate has a clean driving record with a valid driver's license, and is digitally organized and highly proficient in basic computer skills, including the Google Suite (e.g. Google Sheets, Docs, Gmail, Drive).

Physical Demands

This position involves being on one's feet and standing for the large majority of shifts. The position also involves sitting, squatting, and needing to lift, carry, and pour heavy liquids comfortably.

Compensation

This is a full-time salaried position. The salary range is \$60,000 - \$75,000 per year depending on experience. Benefits for this position are as follows

• Employee discount of 30% - 40% off

- Monthly health care insurance subsidy
- 5 days of California-prescribed paid sick leave that is accrued over time
- 14 days of paid time off (this includes Re-Up's 4 established holidays)
- Flexible unpaid time off depending on shop needs
- California-prescribed paid jury duty leave

Schedule

The General Manager position is a full-time, 40 hours per week position. The General Manager must be able and available to work Thursday – Monday every week. It is required to be able to work weekends as these are our busiest days. A typical work day is generally 8 hours.

Supervision

This position is supervised by Re-Up's operating co-founders and works collaboratively with all other team members.

Location

6025 College Ave, Oakland, CA 94618.

APPLICATION DETAILS:

We value the diversity of insight, perspective, and experience brought by people from diverse backgrounds. This includes Black, Indigenous, Latino, Asian people, LGBTQ, gender non-conforming people, and people with disabilities. We affirmatively seek to advance the principles of equal employment opportunity.

To Apply:

Please submit a one-page cover letter, resume, and two professional references to co-founder, Carly Fishman, carly@wastewhat.org. We will be evaluating applications on a rolling basis, and will keep this job posting up until the role has been filled. If you have any questions about applying, please contact carly@wastewhat.org.

We are excited to meet you, to work together, and to create a grocery system...without all the waste!