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Hi, just a reminder that you're receiving this email because you have expressed an interest in Fleet Feet Sports. Don't forget to add ellen@fleetfeetrochester.com to your address book so we'll be sure to land in your inbox!

You may [unsubscribe](#) if you no longer wish to receive our emails.



EMPLOYMENT OPPORTUNITIES AVAILABLE NOW HIRING FULL & PART TIME ROLES

**COME WORK AT A GROWING
COMPANY WHERE EVERYDAY WE
CHANGE PEOPLE'S LIVES.**

Want to work in a multifaceted environment focused on bettering the health and livelihood of others?

[Fleet Feet Sports](#) provides extraordinary customer service to runners, walkers and other passionate exercise enthusiasts, as well as folks that simply need great shoes, apparel or accessories. Provide amazing training programs for the beginner to the advanced. We also are heavily involved in a multitude of special events from in store events to various races.

[YellowJacket Racing](#) annually produces over 30 running/multisport events while providing services to an additional 100 events. Priding themselves on providing exceptional event production using state of the art technology while working to make every finisher feel like a star whether it's a 100 or 4000+ person event.



THERE ARE MANY FULL & PART TIME OPPORTUNITIES AVAILABLE

Brand Manager

**Inventory & Metrics Manager
Event Production Specialist (Full & Part Time avail.)
Assistant Manager for Fleet Feet Sports
FIT Specialists**

READ ON!

Feel free to forward to friends and family

BRAND MANAGER

Role Description: Responsible for Marketing, PR, Social Networking and Sales for developing and executing marketing programs to build Fleet Feet Sports and YellowJacket Racing's programs, products and events.

Key Roles:

- Manage & Maintain Social Networking and Company Websites
- Communicate and develop marketing plans for products, programs and events
- Manage & Lead Group Runs
- Develop Communication Plans for upcoming events, products and programs
- Maintain and Improve Customer Metrics for Fleet Feet Sports and YellowJacket Racing

Summary Qualifications:

- Must be energetic and have a passion for running and fitness
- Must be organized and able to develop effective and creative communication and marketing plans
- Must enjoy working in customer service and helping customers
- Strong Attention to Detail
- Must be a team player and able to understand the needs of various departments
- Excellent Computer Skills including Microsoft Products, MS Publisher, Illustrator etc..
- Graphics Design skills a plus
- Able to communicate clearly, energetically and efficiently

Compensation:

- This is a Full Time Position (38-40 hr/week) including weekend work because this is when events occur
- \$30,000 - \$35,000 depending on experience including Employer Contribution towards Health Benefits, Employee Purchase Opportunities, 3 Weeks Accumulated Paid Time Off (PTO) and 401K with matching (after 6 months of employment)

To apply for Brand Manager position: Send Email to ellen@fleetfeetrochester.com with resume, cover letter and salary requirements

INVENTORY & METRICS MANAGER

Role Description: Oversee the Inventory/Receiving and Shipping Department to ensure efficiency of processes, management, metrics and movement of Inventory within Fleet Feet Sports.

Key Roles:

- Strong attention to detail to ensure proper inventory levels and receiving and delivery of product
- Able to streamline processes to create and maintain efficient inventory management

- Self Starter and Strong ability to learn and master proprietary software reporting and inventory programs
- Regularly Create, communicate and maintain inventory reporting and metrics
- Responsible for forecasting and maintaining inventory levels for each store
- Monitor stock levels of product

Summary Qualifications:

- Strong Attention to Detail
- Self Starter
- Ability to learn software quickly
- Ability to create processes to ensure efficiency
- Fun person with a sense of urgency when working

Compensation:

- This is a Full Time Position (38-40 hr/week) included some weekend work required
- \$30,000 - \$35,000 depending on experience including Employer Contribution towards Health Benefits, Employee Purchase Opportunities, 3 Weeks Accumulated Paid Time Off (PTO) and 401K with matching (after 6 months of employment)

To apply for Inventory & Metrics Manager position: Send Email to ellen@fleetfeetrochester.com with resume, cover letter and salary requirements

EVENT PRODUCTION SPECIALIST

(Full & Part Time Available)

Role Description: Assist in planning and organizing year round events that are produced by YellowJacket Racing or events we provide services to. Perform event timing for running, multisport or cycling events, establish goals that meet the need of the stake holders including participants, manage communication with a large team of event coordinators, coordinate the inventory and distribution of supplies and materials in preparation for weekend events, work closely with the fellow crew members to ensure exceptional services for race directors and participants.

Key Roles:

- Act as Lead Timer at events and ensure race directors and participants have exceptional service and fast & accurate results
- Coordinate and Maintain Inventory Logistics, including preparing what equipment is needed for each race depending on requirements
- Maintain and Manage race equipment, including stock levels, cleanliness and working condition of equipment.
- Maintain and Manage the company vehicles stock levels and equipment for each event.
- Set Up/Clean Up finish lines including barricades, fencing, timing equipment and finish line arch
- Providing impeccable service to event directors
- Travel to race sites throughout NY or areas we service to provide event services

Summary Requirements:

- Extensive experience with computer technologies & networking, trouble shooting software and problem solving in a calm, efficient manner.
- Website/Social Networking skills
- Superb Customer Service Skills
- Ability to quickly learn software tools
- Can switch gears swiftly
- Strong sense of Urgency & strong work ethic
- Proficiency with MS Excel
- Ability to easily lift over 60 pounds

- Clean driving record and ability to drive a box truck
- Positive Attitude, Passion, Happy and Friendly
- Willing to work in ALL weather conditions
- Available on weekends
- A sense of humor

Commitment:

Full time permanent position is 38-40 hours per/week. Weekends required. Keep in mind events happen mainly on weekends so weekends are when this role works. In addition events sometimes require early morning hours in order to get to the site and set up.

Part Time: Weekends and early mornings typically, as that is when events occur

Full Time Compensation:

\$30,000 - \$35,000/year. Pay is salaried based on technological and past work experience. *Benefits include:* Employer Contribution towards Health Benefits, Employee Discounts to Fleet Feet Sports, Up to 3 weeks Paid Time Off and 401K after 6 months of employment

Part Time Compensation: \$12-\$15/hour depending on event complexity

To apply for Event Production Specialist position(s): Send email to Nate Basch, Operations Manager, at timing@yellowjacketracing.com with resume, cover letter and salary requirements

ASSISTANT MANAGER FOR FLEET FEET SPORTS

Role Description: Aids in the management of the retail store consistent with the short and long term interests of the company, its employees and the local environment in which we work and live. Consistently provide our customers with the highest level of service possible and assist the General Manager/Owner in achieving budgeted revenue goals and monitoring expenses. The Assistant Manager should aim to educate and inspire our employees and customers.

Key Roles:

- Instill in employees the meaning and importance of customer service and the proper FIT.
- Promote and monitor quality service among staff through training and metrics and by acting as a positive role model
- Assist the store manager/owner in maintaining the business marketing plan
- Monitor the labor schedule to ensure that the store goals will be met through appropriate planning and organization of staff.
- Assume responsibility for opening and closing the store and securing all assets, maintaining the cleanliness and merchandising of the store floor and back rooms
- Inspire and Motivate employees so that each person contributes to the productivity of the store and store goals
- Provide the store manager/owner with a updates on the progress of the store and staff
- Schedule the staff meeting topics, assist in presentation and encourage input by staff
- Ensure the all store information is communicated in a timely manner and adhered to accordingly

Summary Requirements:

- Previous retail sales experience a strong plus
- Running footwear, apparel, and accessory product knowledge desired
- Ability to give clear directions and set expectations for staff
- Excellent organizational skills
- Excel and Word proficient

- Accuracy and attention to detail
- Effective communication skills
- Self-motivated and positive attitude
- Able to train and delegate effectively
- Ability to problem solve
- Ability to work with team

Compensation:

- Full Time (38-40 hours/week) - weekends required
- Salary \$30,000 - \$35,000 depending on experience
- Benefits: Employer Contribution towards Health Benefits, Employee Purchase Opportunities, 3 Weeks Accrued Paid Time Off, 401K plus matching after 6 months of employment

To apply for Assistant Manager position: Send Email to barb@fleetfeetrochester.com with resume, cover letter and salary requirements

FIT SPECIALISTS

(Full & Part Time Available)

Role Description: As a Fleet Feet FIT Specialist you will work with customers to ensure proper fitting of footwear, sports bras and apparel. You are an ambassador for Fleet Feet Sports and all of our products, activities, programs, races and events. Provide exceptional experiences for our customers. If you have a passion for running, multi-sport or general fitness AND you love to help others, you may be a perfect FIT for Fleet Feet Sports.

Key Roles:

- Become a FIT Specialist in helping customers find the right footwear, apparel, sport bra or accessory solution based on their needs
- Provide AMAZING customer service
- Learn about all the training and event offerings to educate customers on various offerings

Summary Requirements:

- Truly enjoy helping customers change their lives
- Have fun and outgoing attitude
- Excellent verbal communication skills
- Ability to learn quickly and work in a team environment
- Ability to talk about Running and Walking ALL DAY LONG

Compensation:

- Full & Part Time Positions Available (\$9 - \$12/hour)
- Full Time Benefits: Employer Contribution towards Health Benefits, Employee Purchase Opportunities, 3 weeks accrued Paid Time Off, 401k plus matching after 6 months of employment
- Part Time Benefits: Employee Purchase Opportunities and 401K plus Matching after 6 months of employment

Commitment:

- *Full Time:* 38 - 40 hours per week and must be available on weekends
- *Part Time:* We are looking for long term employees (not Summer or Seasonal) who are available at least one day of the weekend and some evenings, a minimum of 15 hours per week.

To apply for FIT Specialist position(s): Send Email to Barb@fleetfeetrochester.com with resume, cover letter and availability.



To learn more about these fast growing companies
visit:

www.fleetfeetrochester.com

www.yellowjacketracing.com



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Try it FREE today.