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| **Position Description** |
| **Position Title:** | Stock Controller | **Date:** | May 2024  |
| **Location:** | Torpedo7 - Store | **Reports to:** | Store Manager |
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| **Who we are – Torpedo7****We've always been on the hunt for new ways to make the outdoors of New Zealand as accessible as possible while ensuring that everyone has the right gear for wherever their adventure takes them...****Over the years we've grown to be one of the most recognisable names for cross-category outdoor gear. We've evolved to a point where our extensive range can be found in our stores throughout the North and South islands not to mention we're online too, meaning we can now equip likeminded enthusiasts with the best clothing, footwear and equipment across all New Zealand 24/7. In 2009 we were proud to launch our own Torpedo7 branded range of gear, designed here in NZ to ensure the very best quality and designs at the best prices allowing all Kiwis to enjoy their epic outdoor playground no matter what their budget.****We know that the time spent outside is precious, so we want to help people squeeze the most out of that time. We are here to help our customers by equipping them with the best gear possible whatever their budget. We have the knowledge to help them get the most out of it and are approachable enough to share that knowledge.****We live and breathe our gear, so we know personally you can trust it. So when that swell hits, that powder falls, that ride is organised or the elements are simply calling, our customers will be there - and so will we.** |
| **Why you’ll love this role**Our Torpedo7 brand lives and breathes outdoor sports and adventure, and we’re passionate about helping our customers do the same. Because our people use our products themselves, we pride ourselves on being able to help customers choose exactly the right gear and seeing them out there too! We believe that immersing yourself in the great outdoors isn’t just a pastime – it’s a pathway to connecting with nature, with others, and with yourself.As one of our enthusiastic in-store sales team, your mission is simple: **go above and beyond to delight our customers**. We’re not about selling products we are about **selling an experience** and we do this by providing expert guidance and service that our customers trust and makes them want to return. As Stock Controller, you’ll be based at our store and responsible for stock flowing in and out of the store, ensuring integrity of our stock system and the efficient organisation of the stock room including storages spaces. You will be mainly internal facing so our in-store team are your customers who you will build meaningful connections with sharing your passion for outdoor gear. It’s all about delivering exceptional services while genuinely connecting with people. |

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| **What you’ll deliver in this role** |
| * **Excellent customer experience**- ensuring exceptional customer experiences by maintaining stock levels efficiently and accurately and supporting the team to resolve any inquiries or issues customers have about stock, to guarantee an exceptional experience.
* **Stock accuracy**- a keen eye for detail so that data entry work is carried out accurately and stock integrity is maintained; the Store Manager is confident that information about stock availability is accurate.
* **Computer literacy**- proficient in the relevant computer / stock management systems using them in the most efficient way so they deliver the best result for the store and customer; shows an ability to adapt to new systems and learns to perform basic trouble shooting tasks.
* **Organisation & planning-** be on top of stock movement and ensure the stock storage areas are well organised and layout fosters efficient and accurate stock retrieval.
* **Collaborative style**- your contribution to the team maintains a smooth operation during peak periods fostering awesome communication, teamwork, and mutual support among team members to enhance overall efficiency and productivity.
* **Team meetings**- actively participating in scheduled team meetings including contributing insights, improvement suggestions, work with the team so together you all achieve the operational goals and enhanced performance.
* **Resilience & adaptability:** retail environments can be dynamic, with busy periods, unexpected situations, a huge variety of customers and changing priorities. Your style will be nimble and adaptable so you respond to these changes quickly and effectively.
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| **What you’ll bring to the role** |
| * Existing stock management experience with the confidence to use or learn a variety of technology solutions.
* A genuine passion for both the outdoors, a love for our customers - this will be at the core of what you do.
* Is able to build rapport easily with a natural ability to the best in every situation. Your glass is always half full and your joy for what you do is infectious to all those around you.
* Excellent communication skills and the ability to handle customer inquiries, complaints, and feedback in a professional manner.
* Delivers legendary experiences to all customers by acting with a customer comes first attitude and connecting with customers / responding to their needs through clear and pleasant communication.
* Physical stamina- endurance and physical agility are key as the role encompasses prolonged standing, lifting, and managing various tasks that keep the energy flowing throughout your day.
* Ability to adapt quickly and effectively to changing working environments, tasks, or responsibilities within a fast-paced retail environment.
* Flexibility and resilience to work extra hours, when required.
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