



Job Title: Sales Operations Manager

About PLAE:

PLAE is the next-generation lifestyle brand. We inspire the joy of play by creating products infused with design, quality and fun, for anyone who ever was – or still is – a kid. To learn more about PLAE check us out at plae.co and <https://vimeo.com/116933272>.

The ideal candidate can roll up their sleeves and get the job done in a fast-paced environment. They are driven, capable, adaptable and results oriented. Like all members of the PLAE team, they will be a champion of PLAE's values including achieving big things, demonstrating the highest level of respect and professionalism, lending a helping hand and having fun.

Role:

The **Sales Operations Manager** is a key role on the Strategic Partner/Wholesale team, handling both sales operations and project management duties. This position reports to the Vice President of Global Sales.

Responsibilities:

- Oversee Sales Operations functions, from customer setup and order management, to EDI and fulfillment
- Work with team members on optimizing CRM functionality
- CRM point of contact for Brand Managers
- Own creation of Go to Market tools and seasonal launch
- Department liaison to Finance, Logistics, Product, Ecomm
- Manage onboarding of strategic accounts
- Own order management for seasonal strategic account orders
- Communicate inventory position to department
- Point of contact for strategic account returns, markdown requests, etc.
- Special projects, as assigned
- Manage one team member

Qualifications & Requirements:

- B.A. or equivalent work experience
- 4+ years experience in a sales operations role
- Ability to effectively manage your time and complex scheduling tasks
- Excellent communication skills
- Exceptional Microsoft Excel skills
- Ability to understand technical product knowledge
- Exceptional follow through and organization skills
- Experienced with Microsoft Office
- CRM experience (Net Suite, Salesforce, etc)
- Footwear or Apparel experience a huge plus
- Experience managing team members
- Work out of San Francisco office

If you are a flexible, open-minded, and dedicated individual, PLAE offers interesting opportunities not only in an exciting and challenging industry, but also an enjoyable and open working atmosphere. Please submit your application (including your resume with your possible start date and salary expectations).

PLAE is an Equal Employment Opportunity (EEO) employer. It is the policy of PLAE to prohibit discrimination and harassment of any type and to afford equal employment opportunities to all persons without regard to race, color, religion, sex, national origin, age, gender, physical or mental disability, veteran-status, or any other characteristic protected by applicable federal, state or local law.

For additional information please email: kareem@plae.co