

Terms & Conditions of Employment

Thank you for showing interest in joining the team at Kix Carrollton. Please print the application and submit your application in store to one of our representatives or call the store phone number, (678) 796-7045, during normal business hours (8am – 5pm, Mon – Fri) to schedule an appointment with the interviewing team. Within one week of your application being submitted, our team will review, and if we are interested, we will call you during normal business hours on the phone number provided to schedule an interview. We do request a background check before employment, as well as proof of residency at the address you submit. Conviction of any crime could lead to a rejection/termination of your application. All information submitted on your application is subject to investigation and if found to be falsified, can lead to an immediate rejection of application, or termination if already accepted by employer. By submitting an application you understand that your information is not private and is subject to investigation and to be seen by multiple people. Hours of work may vary and is subject to change based on needs of the business as well as personal needs of employees.

By submitting your application, you accept the terms and conditions of employment stated above. Terms and conditions are subject to change at any point in time for any reason.

Representative – This is the ‘Sales Associate’ of the store. This person fulfills all of the ordinary tasks as sales associates normally do but also does some more behind the scenes tasks such as cleaning shoes, cleaning/sanitizing the store, preparing and stocking product on shelves, manages the cash register, and even customer service. This person will be paid \$8 per hour and employees will mostly be part time employees or student employees. Can have many in this position

Skills required:

- Work as a team player
- Lift at least 30lbs
- Fit into tight spaces
- Excellent communication with people
- Quick and effective problem-solving skills
- Ability to adapt and learn quickly
- Organizational skills and attention to detail
- Experience with point-of-sale systems
- Basic mathematics and financial knowledge

Traders – This is the person who is in charge of the buying and trading of shoes inside the store. This person is the one who customers speak to about selling their sneakers to the store. **This person must be able to meet the skill requirements of the “representative” rank in addition to this position’s skills.** This person will be paid \$9 per hour and will mostly be part time employees or student employees but we would be looking to hire full time employees for this position. Only 1 employee per day is needed

Skills Required:

- Work as a team player
- Lift at least 30lbs
- Fit into tight spaces
- Excellent communication with people
- Quick and effective problem-solving skills
- Ability to adapt and learn quickly
- Organizational skills and attention to detail
- Experience with point-of-sale systems
- Basic mathematics and financial knowledge
- Experience making negotiations
- Ability to effectively research, evaluate, and analyze products based on a variety of factors such as price and quality
- Ability to work as a team player and independently

Floor Lead – This is the supervisor for the shift. This is the person in charge of all sales, responsible for all staff, and events that occur in the store that day. This is the highest rank below company management. **Anyone with this rank must be able to meet both of the previous rank’s skill requirements (Representative & Traders).** This person will be paid \$12 per hour and must be a full time employee for the company. There can be many people with this title, however only 1 is required to be in the store when open.

Skills Required:

- Experience leading a team within a retail setting
- Excellent problem-solving, leadership, and communication skills
- Proven ability to set and achieve financial and business objectives
- Experience enforcing and maintaining company policies and procedures
- Firm understanding of sales, promotions, trends, retail markets, and merchandising
- Excellent customer service skills
- Experience creating and maintaining employee scheduling
- Ability to think strategically and analytically
- Proven ability to increase or maintain a company’s profits through inventory control
- Experience creating, analyzing, and maintaining reports
- Experience creating and maintaining inventory procedures

- Experience making negotiations
- Ability to effectively research, evaluate, and analyze products based on a variety of factors such as price and quality
- Must meet deadlines and handle multiple tasks simultaneously
- Ability to work as a team player and independently
- Quick and effective problem-solving skills
- Great energy and infective enthusiasm
- Experience with point-of-sale systems and cash handling
- Open mind and willing to adapt to changes that may occur