**UK Showroom & Retail Manager**

Canvas home is a US lifestyle and homeware brand with head offices in Soho NYC and a flagship retail store in Manhatten. Canvas home has recently launched in Europe with a showroom in Clerkenwell, London. We are seeking a Showroom & Retail manager.

From our UK base Canvas home wholesales a wide range of home goods to a variety of different retailers, websites and catalogues throughout Europe, Switzerland and Scandinavia.

Our showroom is also open to the public for retail sales and we have just launched our e-commerce B2C website.

The ideal candidate will have good communication and people skills with a positive, professional attitude and ability to excel in a fast growing, detail oriented environment. - Must be highly organized, self-motivated and happy to work within a small team. Please note that Saturday cover will be required.

Proficiency in: Xero accounting software, Excel and Shopify e-commerce platforms along with experience in retailing and merchandising home goods would be a clear advantage although a motivated individual with experience of operations in a related industry would also be suitable.

Duties include, but not limited to: -

* Customer telephone and email enquiries
* Managing our B2C website
* Processing customer sales orders and invoicing
* Managing our ‘by appointment’ showroom for wholesale customers and merchandising the store for retail customers
* Promoting the brand across social media

This is an exciting opportunity for an assistant store manager or experienced sales associate to step into an exciting role in a small but highly ambitious company relatively new to the UK market.

The position could suit either part or full time, salary negotiable based on experience.

Please forward your CV with a brief letter of introduction telling us why you would be a great addition to our team to: [simon@canvashomestore.co.uk](mailto:simon@canvashomestore.co.uk)