

ACE DISTRIBUTING

POSITION: ASSISTANT BRAND MANAGER	DEPARTMENT: SALES REPORTS TO: Brand Manager STATUS: EXEMPT DATE: 3/2/2018
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The Assistant Brand Manager will work within the Brand team, in support of the Brand Manager. The Assistant Brand Manager responsibilities include sales-forecasting and ordering for accounts within their portfolio. This position will be responsible for the continued support of Ace Distributing's strong brewery and retailer partner relationships, through accurate and efficient product forecasting management.

WHAT WILL I BE DOING?

In your role as Assistant Brand Manager, you will be part of our success by:

- Maintain margins, including but not limited to, price changes, promotions, and SKU management
- Execute the strategic plan assigned by Brand Manager directly related to building strong relationships with our suppliers to support the growth and revenue opportunities for Ace Distributing's retail partners
- Assisting Brand Manager in use of account tools and processes
- Participation within industry specific associations, trade shows, and consumer events
- Leverage relationship with our suppliers to help provide value to our customers
- Assist Brand Manager with forecasting both quarterly and 6-12 month outlook
- Travel to support accounts, as needed
- Display proficient knowledge of Ace Distributing's family of brands to continuously provide valuable resources to retail partners
- Display ability to stay abreast of industry and market trends to provide a valuable resource to retail partners
- Must comply with other duties as assigned by supervisor

WHAT DO I NEED TO DEMONSTRATE?

As well as a strong desire to learn and succeed in this position you must be able to meet the following requirements:

Required:

- Bachelor's Degree (sales, business, marketing, or related field) with 1-2 years of directly related experience or extensive work experience
- At least 1-2 years business to business outside sales experience preferred
- Valid driver's license and reliable transportation

Preferred:

- Proven record of success growing accounts and developing new client relationships
- Ability to work cross-functionally
- Negotiation skills, conflict resolution, and the ability to influence
- Must possess a strong knowledge of industry products and market intelligence
- Excellent organizational and time-management skills
- Strong verbal and written communication skills
- Strong analytical skills
- Proficiency in Microsoft Word, PowerPoint and Excel preferred

WHAT ELSE DO I NEED TO KNOW?

- While performing the duties of this job, the employee frequently works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals and vibration. Also, frequently required to walk, sit, talk, hear, use hands and fingers to operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to balance, stoop, kneel, and crouch. The employee must be able to move 50 pounds when necessary. Specific vision abilities required by this job include close vision, peripheral vision, color vision and the ability to adjust focus.
- Frequently this job requires an employee to walk into the warehouse. The warehouse is not heated or cooled with the exception of the cooler where the temperature is maintained between 32 and 40 degrees. The warehouse can also be very loud due to vehicles and fork lifts running. The employee may be exposed to exhaust fumes while in the warehouse.
- The job description is only a summary of the typical functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks and duties. The responsibilities, tasks, and duties of the jobholder might differ from those outlined in the job description and other duties as assigned, might be part of the job. This job description does not constitute an employment contract; the employment relationship between Ace Distributing and the employee is an at-will relationship.

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We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, ethnicity, disability, religion, national origin, gender, gender identity, gender expression, marital status, sexual orientation, age, protected veteran status, or any other characteristic protected by law. Where required by federal law, state law and/or city ordinance; this employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.

PRINTED NAME AND SIGNATURE

DATE