

**Company**

Salt and Straw Ice Cream

**Position**

Assistant General Manager

**Company Contact**   
Email: [People@saltandstraw.com](mailto:People@saltandstraw.com)  
Link for Job application below  
  
[https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=17943&clientkey=23DCD3D34AB53C37325ADADD8EEC2CD6](https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.paycomonline.net%2fv4%2fats%2fweb.php%2fjobs%2fViewJobDetails%3fjob%3d17943%26amp%3bclientkey%3d23DCD3D34AB53C37325ADADD8EEC2CD6&c=E,1,jN3kThGUL3pmiBCBA0j1AXEZrNZ0jOwC74sjf7yrNQAuu4HJ_qnGo5vVhXyO5JdJhSH2w0O3WgXliehUz6UDtsh4WQaK3FVgHnPxfOTyzKKLBeh1T7w,&typo=1&ancr_add=1)

**Job Type**

Food and Retail

**Job Description**

Position Overview: A Salt & Straw Assistant General Manager will assist in the oversight of store operations & customer service. Additionally, the Assistant General Manager will support employee hiring, scheduling and management, food safety, inventory, regulatory compliance, reporting, and store efficiency, and optimization.  
  
Primary Job Responsibilities:   
In partnership with the General Manager the AGM will recruit, hire, train, supervise, coach, and counsel Team Members  
The leadership of a professional, FUN & positive Team Member, and Customer experience  
Ensure compliance with safety and sanitation regulations by following and enforcing ServSafe regulations  
Foster and lead environment of sales-driving in all channels to meet sales budgets and forecasts  
Assist in compiling work schedules and reports  
Ensure shop is in compliance with all local, state, and federal regulations  
Performs all Team Member job duties including scooping and other tasks to ensure great customer service  
Enforce Salt & Straw corporate policies and procedures  
Plan, organize, coordinate and manage ice cream preparation and sales operations  
Place purchase orders for supplies, commodities, and associated products and support for the purchase or requisition of retail & food service equipment  
Maintain recipes, pricing, and portion control; maintain weekly and monthly reports as required.  
Maintain and report to Salt and Straw Support Center; temperature logs, receiving logs and packing lists, inventory control logs, Store Self-Assessment audits, sales and tip data  
Report Human Resources or Customer incidents to General Manager and/or Salt & Straw Support Center

**Required Qualifications**

Position Requirements:  
18 years old or older  
Open availability, Monday - Sunday, 40+ hours a week including evenings, weekends & holidays  
Have a current ServSafe Managers Food Handlers certification