

Position: Full-time Associate :: Advancement to Gallery Manager



Photographics

Portrait Photography and Art Gallery

www.KiawahIslandPhoto.com

Position:

Full-time Associate with advancement to Gallery Manager

Responsibilities:

Photographics is a portrait photography business that uses the "great outdoors" as its studio. We also operate a photography retail store, custom framing & fine-art gallery at Freshfields Village. This position will be responsible for scheduling portrait sessions and the design/retouch/fulfillment of portrait reprint orders. Other duties include, accurately processing transactions through the cash register, maintaining inventory, designing attractive store displays, opening/closing the art gallery, and interacting with customers enthusiastically in person, on the phone, and through email. The right entrepreneurial person will have the opportunity for promotion to a salaried position as the Gallery Manager for PhotoGraphics after 4-6 months of working hard and impressing the owner. This is a rare opportunity to learn the details of running a successful small business.

Qualifications:

The right candidate must be able to demonstrate outstanding customer service skills, use a cash register, have good computer skills, be dependable and trustworthy and make customers feel welcome. In addition, this candidate will have a passion to learn about professional portrait photography as well as the design and sale of portrait products, custom framing, and fine-art. Professional photography experience is not required, but could develop as a skill base if interest and talent are present. To apply, you must have solid retail experience with references. Candidates with an eye for design along with mad-skills in Photoshop, Lightroom, and MS-Excel along with a sense of humor will move to the top of the recruiting list! The individual selected for this position will have impeccable references and will pass a background check. Candidates should be able to work a flexible schedule including early evenings, weekends and a full-time schedule during the busy summer months.

Learning Objectives:

This is an excellent opportunity for an Arts Management, Photography, and/or business graduate, who has a good mindset for operating a small business. Classic retail/gallery experience will be gained as you interact with customers, sell products, maintain inventory and oversee the design and development of portrait print products. An eager individual will learn the details of running a successful art gallery, custom-framing shop, and portrait business including digital photography workflow, design and sales.

Position Location: Kiawah Island, SC -- Freshfields Shopping Center

To be considered for this position, please send a cover letter and resume to Michael Cyra at: kiawahislandphoto@yahoo.com. Phone: 843-768-3030