



Job Title: Assistant Bakery Manager

Location: Bearfoot Bakery

Employment Type: Full Time

Reports To: Bakery Manager / Owner

Job Summary:

We are seeking a motivated and dependable **Assistant Bakery Manager** to help lead daily operations and support our team in delivering high-quality baked goods and excellent customer service. The ideal candidate is a team player with strong organizational skills, a passion for food, and experience in food service or retail management.

Key Responsibilities:

- Support the Bakery Manager in supervising daily operations, including staff scheduling, inventory, and opening/closing procedures.
- Assist in overseeing the bakery team, including delegating tasks and ensuring adherence to operational standards.
- Maintain product quality, freshness, and presentation standards.
- Assist in training and mentoring bakery team members to develop their skills and improve performance.
- Provide guidance and support to team members, fostering a positive and collaborative work environment.
- Manage customer service to ensure a welcoming and positive experience.
- Monitor food safety, cleanliness, and sanitation standards to ensure compliance with regulations.
- Track stock levels and assist in ordering supplies and ingredients.
- Collaborate with the team on seasonal menus, displays, and promotions.
- Step in as a baker or front-of-house staff as needed, maintaining flexibility in a dynamic environment
- Other duties as assigned

Qualifications:

- 2+ years of experience in a food service, retail, or bakery setting
 - Previous supervisory or leadership experience preferred
 - Strong communication and problem-solving skills
 - Ability to work efficiently under pressure
 - Basic knowledge of food safety and kitchen operations
 - Passion for baked goods and a positive, team-focused attitude
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Physical Requirements:

- Able to stand for extended periods
 - Comfortable lifting up to 50 lbs
 - Ability to work early mornings, weekends, and holidays as needed
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If you love working in a fast-paced, creative environment and want to grow with a local business, we'd love to meet you!

To apply: email resume to crystal@bearfootbakery.com
