



eCommerce Manager | Bethlehem, PA

ABOUT FACTORY:

Founded in 2018, Factory is a team of experienced operators with \$250M of investable capital who acquire meaningful equity stakes in high potential food and beverage companies and partner with them to rapidly build value. Factory team members have expertise in sales, marketing, product development, food science, manufacturing, logistics, supply chain, package engineering, graphic design, food safety, consumer insights, digital and social media, and finance. Factory is based in a one-of-a-kind 40,000 sq. ft. innovation and scale-up facility in Bethlehem PA, where we provide partner companies with support and resources so invested capital can be used for growth, not SG&A.

LOCATION: Factory LLC., 315 Columbia St, Bethlehem, PA 18015

REPORTING TO: Head of eCommerce

JOB DESCRIPTION SUMMARY:

Factory is hiring an eCommerce Manager to join our eCommerce team to support Factory's brand partners. This role will support eCommerce initiatives across Amazon, Shopify / DTC, as well as other retailer.com websites (e.g. Walmart.com/ Target.com / Instacart). The eCommerce Manager will also play a significant role in executing DTC eCommerce best practices with our brand partners specifically an exciting new DTC pet and nutrition brand investment. The eComm Manager will extensively collaborate with internal and external stakeholders including brand marketing, operations, finance, shopper marketing to drive results.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Core duties and responsibilities include the following. Other duties may be assigned.

- Support the Head of eCommerce in providing best-in-class eCommerce support and thought leadership for the Factory brand portfolio
- Act as Amazon Account Support & Seller Central Lead
- Manage Vendor Central/Seller Central, support end to end commercial operations
- Catalog and PDP Management, new item set up, item maintenance, content uploading and PDP monitoring.
- Overseeing management of PIM portals including Salsify, responsible for updating and optimizing according to retailer marketplace needs.
 - Target.com
 - Walmart.com
- Support the launches of new businesses on Amazon (VC & SC).
- Attend and represent Amazon & DTC during cross functional meetings providing the organization the necessary account info and updates.
- Updating Key Financial Reports – Monthly sales reporting (Investments and Forecasts), Ad Hoc Tracker (Promos & Activations), Advertising tracker

- Amazon & DTC Dashboards: Facilitate the creation and maintenance of brand eCommerce dashboards

QUALIFICATIONS, EDUCATION, AND SKILLS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- 4+ years of ecommerce experience, preferably with CPG brands
- Bachelor's degree required
- Balance of Analytical and strategic
- Organized & detail oriented, time management skillset, problem solver
- Strong interpersonal skills, excellent communication and presentation skills
- Proficient in MS Windows (Word, Outlook, PowerPoint, Excel)
- Ability to work in a fast-paced, evolving and innovative environment

BENEFITS:

- Fully paid medical, dental, and vision
- 401K (Traditional and Roth) plus company match
- Short and long-term disability
- Life insurance
- Tuition reimbursement opportunity
- Unlimited PTO
- In addition to base salary and benefits, Employee will be eligible to participate in a distribution of profits interests during a successful exit of any Employer portfolio company.

To apply: Please send your resume to mamenta@factory-llc.com or upload it at www.factory-llc.com/careers

**Please note this job description is not designed to contain a comprehensive list of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without prior notice.*

***All candidates must be eligible to work for any U.S. Employer*