

THE BIGGBY® COFFEE HOME OFFICE IS HIRING!



WE'RE LOOKING FOR:

Senior Developer

Franchise Sales Coordinator

Accounting Assistant

Click on a name to learn more!

B happy • have fun • make friends • love people • drink great coffee

WHAT ARE THE BENEFITS OF WORKING AT THE HOME OFFICE?

Paid Time Off*

- Up to 17 PTO days per year
- 1 week vacation on your first day
- All standard holidays (and then some)!
- 3 month paid leave of absence (after every 5 years)

Health Care for a very low contributory cost*

Retirement Plan with employer match

Gym membership in the building

FREE Coffee at the Home Office

Training Center

*For all full-time positions

Resumes should be sent to jobs@biggby.com.

Include the job title in the Subject line.



**Job Opening at the
BIGGBY COFFEE Home Office**

**2501 Coolidge Road, Suite 302
East Lansing, MI 48823**

Title: Senior Developer

Type: Full Time

Salary: \$41611/annually
Health, Retirement & Other Benefits offered
Free coffee, of course!

To Apply: send your resume to jobs@biggby.com before May 31st, 2017. Please include the job title in your submission.

Make Friends. Have fun. B Yourself. Share Great Coffee.

Global Orange Development, LLC is an Equal Opportunity Employer.

JOB DESCRIPTION

Senior Developer

Description:

The Senior Developer, in order to make the BIGGBY® Franchise community have the most up-to-date software, is a self-motivated, detail-oriented problem-solver. They design and maintain BIGGBY® COFFEE's internal applications and server infrastructure.

Direct Supervisor: Director of the Brains Sphere

Responsibilities and Duties:

- Plan, design, develop, test, deploy, and maintain business applications
- Participate with or lead a team on various software projects
- Extend and/or refactor existing business applications
- Assist Tech Support department in troubleshooting / debugging in-house applications
- Writing technical documentation as needed
- Maintenance of company networking servers as needed
- Other programming projects as requested

Experience:

- Three to five years of programming experience required
- Extensive programming experience in C++ and SQL required
- Experience with medium to high complexity programming projects
- Experience with Qt Framework and QML a plus!
- Experience with SQLite and MySQL a plus!
- Experience with Windows Server and Linux, CentOS/RHEL distributions, Client/Server or distributed applications, Python, Django, Rest APIs, or Subversion is a plus!

Requirements:

- This position requires the ability to communicate effectively in written and spoken English.
- Expressing or exchanging ideas by means of spoken word.
- Perceiving the nature of sounds at normal speaking levels with or without correction, and having the ability to receive detailed information through oral communication.
- Exerting up to 20 pounds occasionally and/or up to 10 pounds frequently.
- Close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading.
- Generally works in an office environment
- Flexible scheduling – there are no standard hours of business for the Senior Developer position.



**Job Opening at the
BIGGBY® COFFEE Home Office**

**2501 Coolidge Road, Suite 302
East Lansing, MI 48823**

Title: Franchise Sales Coordinator

Type: Full Time

Salary: \$13.80/hour
Health, Retirement & Other Benefits offered
FREE Coffee, of course!

Click here for the complete job description: [HERE](#)

To Apply: send your resume to jobs@biggby.com before July 21st, 2017. Please include job title in Subject Line.

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JOB DESCRIPTION

Bond Sphere Sales Coordinator

Description:

The Bond Sphere Sales Coordinator is a highly organized, self-motivated individual who is responsible for generating and following up on leads for potential owner/operators. This includes reaching out to those who inquire via phone and email, educating them on the steps to joining BIGGBY® Nation, and walking them through the steps of signing a Franchise Agreement. This is a fun, energetic sales position that will allow you to interact with a variety of people on a daily basis as well as other Spheres in BIGGBY® Nation.

Direct Supervisor: Bond Sphere Sales Manager

Responsibilities and Duties:

- Facilitate conversation between prospective owner/operators and BIGGBY® COFFEE to result in franchise sales, while retaining brand cohesiveness, professionalism, and sensitivity regarding confidential information.
- Recruit for and manage/organize Discovery Days to teach people about franchising and introduce them to our company.
- Maintain up-to-date files of phone and email conversations between potential owner/operators before and after they attend Discovery Day.
- Assist in obtaining quotes from vendors as well as finding new vendors for swag items.
- Maintain up-to-date inventory and place orders as necessary with appropriate vendors.
- Responsible for data tracking of store performance in new and existing markets.
- Other duties as assigned.

Experience:

- Previous sales experience preferred.
- Must have experience working with Microsoft Office suite.
- Experience in Database management is a plus.
- Strong verbal and written communication skills.

Requirements:

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- Exerting up to 20 pounds occasionally and/or up to 10 pounds frequently
- Close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading.
- Generally works in an office environment
- Must be okay with occasional travel out of state.



**Job Opening at the
BIGGBY® COFFEE Home Office**

**2501 Coolidge Road, Suite 302
East Lansing, MI 48823**

Title: Accounting Assistant

Type: Full Time

Salary: \$13.80/hour
Health, Retirement & Other Benefits offered
FREE Coffee, of course!

Click here for the complete job description: [HERE](#)

To Apply: send your resume to jobs@biggby.com before July 21st, 2017. Please include job title in Subject Line.

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JOB DESCRIPTION

Accounting Assistant

Description:

The Accounting Assistant is a self-motivated, highly organized and extremely attentive to detail with varied skill sets in office administration.

Direct Supervisor: Accounting Manager

Responsibilities and Duties:

- Preparation of Accounts Receivable & Accounts Payable
- Review and posting of daily sales orders & product receipts
- Assist with payroll and other employee related matters
- Maintain data on company cars
- Preparing reports as requested

Experience:

- At least 1 year experience working in Accounting
- Extensive knowledge of Microsoft Office with emphasis in Excel
- Experience with Microsoft Dynamics Great Plains a plus!
- Problem solving, process improvement and decision making skills

Requirements:

- This position requires the ability to communicate effectively in written and spoken English.
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