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# Example of Apparel Buyer Job Description

Our company is looking for an apparel buyer. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for apparel buyer

* Along with DMM, recognize and react quickly to all trends, both major and minor, in the business, whether product or store related
* Ensure that buying direction is on target based on partnering with DMM and comprehensive analysis of the business, , last year results, current trends
* Manage the financial elements of the business, , OTB, IMU, MD’s, for assigned classes
* Manage styles to the plan, ensuring that each item is a winner and that the assortment is properly balanced and invested by ensuring there is an appropriate balance of looks, silhouettes, fabrics, patterns, color, price points, , and that we are taking the correct inventory position with key items and fringe and/or new items
* Attend all fittings to ensure that sizing is standardized throughout the assortment
* Ensure that vendor relations are optimal , getting the best possible prices, quality and service levels with an appropriate level of “partnership”
* Work with the DMM, GMM, CEO and staff on a regular, formalized basis to ensure the unity and appropriateness of our merchandise vision
* Develop a thorough understanding of the needs, wants and expectations of the consumer
* Build on a comprehensive understanding of the marketplace and competitors
* Create long-term brand building strategies with existing brands to ensure volume plans are met/exceeded and identify margin opportunities

## Qualifications for apparel buyer

* Mentor & train associate & assistant buyer(s)
* 2 years of Replenishment Analyst experience preferred
* Understanding of financial plans
* Must have 3-4 years of Plus Womans buying experience in a specialty retail environment
* Previous experience as Assistant Buyer preferred
* Must be Fluent in Chinese