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# Example of Assistant Category Manager Job Description

Our company is growing rapidly and is hiring for an assistant category manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for assistant category manager

* Provide Commercial input to Sr
* Work with the Brand Activation and Brand Communication team in aligning strategies and marketing calendars
* Regular financial updates, yearly business reviews
* Ensure licensees are delivering product that meets creative strategies and are executed flawlessly with attention to trend, styling, quality and product integrity
* Attend retailer meetings to present property updates, alongside licensees where necessary
* Be the Category Team analytics lead for POS reports, forecast and budgeting purposes
* Analytics – work with Senior Manager, Softlines and Home to develop / improve tools that will ensure gap analysis in develop in a timely manner and communicate internally and externally
* To support the Senior Category Manager as they look to drive innovation and profitable new product development in the Tile sector
* Working with the Marketing to ensure that all deadlines for advertising / promotions / price guides are met
* Develop & own a category communication process including the development of templates and a channel/ customer matrix to support timely communications of product launches / promotions/ clearance and other activities with stores and the Wickes operations team

## Qualifications for assistant category manager

* Post-Secondary education Degree or Diploma in Marketing, Business Administration, Management or similar business related discipline
* Minimum of three (3) years work experience in a product management or product marketing, or vendor management role within retail, distribution or similar high transaction environment
* Positive thinking, high degree of self-motivated, persistent and result Orientated
* Knowledge in Financial implication and awareness (P&L statement, supply chain reports )
* Candidates with experience in FMCG industries would be preferred
* Needs to be independent