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# Example of Assistant, Design Job Description

Our company is searching for experienced candidates for the position of assistant, design. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for assistant, design

* Develop partnerships with Design, Product Development & Merchandising to build an integrated working relationship
* Assist in creating presentation boards for design and merchandising
* Be Responsible for Design related Administrative tasks
* Work pro-actively according to the Product Development calendar to stay ahead of timelines
* Build and maintain an organized product development library
* 1-2 years related work experience in footwear design
* Knowledge of dress and casual footwear design
* Assists with design for paperback repackages, reprints and bound galleys
* Provides design support to supervisor
* Understanding of development from concept through engineering, required

## Qualifications for assistant, design

* Ability to work within budget and short timelines
* Able to balance creativity with commercial awareness
* Ad-hoc travel when required
* At least 2 years relevant retail experience
* Strong understanding of materials, hardware, leather, and construction
* 3-5 years relevant experience in a brand and/or packaging design agency or corporate packaging organization