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# Example of Category Advisor Job Description

Our company is growing rapidly and is looking for a category advisor. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for category advisor

* Plan and execute quick-turnaround projects with minimal outside assistance
* Coordinate and manage Retail Business Conference planning and order execution
* Manage Consumer Health pricing initiative
* Strategically partner with the businesses to assess current/future business requirements and utilize this information for planning purposes
* Establish relationships with stakeholders to ensure effective communication channels exist, to identify business requirements and to align sourcing strategies and options with business strategies
* Plan and execute the sourcing activities for the category, ensuring a cross-functional team is established and involved
* Create and manage bids or proposals incorporating business requirements, commercial requirements and appropriate attachments
* Apply forecasting skills including cash/cost, pricing models to evaluate options and make recommendations to support the needs of the business and the cost reduction goals of the team
* Identify and provide input into vendor scorecard elements, based on contractual requirements and KPI’s
* Provide suggestions, create efficiencies and identify continuous improvement opportunities to improve the sourcing process

## Qualifications for category advisor

* Act with integrity protecting all parties, vendors, buyers
* Drive ongoing identification of customer and/or channel shopper insight issues and opportunities with team
* 3+ years of Field/HQ Category Management or Customer Marketing or Sales Strategy experience exposure to all trade classes
* Effective public speaking, presentation and interpersonal skills with the ability to control an audience, convey necessary concepts and overcome objections
* A.C.N
* Developing and maintaining digital shelf that includes content, imagery, nutritional information, reviews, videos and