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

Responsibilities for allocator

- Utilize JDA to produce store unit sales and stock plans by class based on historical performance and trend
- Manage purchase orders from initial allocation through end of life cycle of merchandise, including adjustment of replenishment levels to ship back stock to the appropriate stores, consolidation of older goods to top selling stores
- Directly responsible for ensuring the quality of product flow to a group of our customer's stores
- Act as an agent on behalf of the field sales staff to better understand each store's requirements, while working with the Customer Teams to meet the merchandise needs of our customers
- Develop a solid relationship with the field to better understand each store's specific product requirements
- Review orders on an exception basis from all product flow streams daily and modify as necessary
- Prepare and analyze weekly inventory reports and maintaining new store inventory reports
- Complete weekly and monthly sales analysis on key fabrications, sizes and classifications
- Write initial seasonal orders in accordance with established buy plans
- Replenish stores during the selling season in accordance with established buy plans

Qualifications for allocator

- Must have a Bachelor's degree in an analytical field such as Finance, Mathematics
- Must have at least 3-4 years of relevant work experience in allocation or inventory analysis, preferably in the retail industry
- Intermediate Microsoft Excel skills required, including v-lookups and pivot tables
- Must have significant work experience in allocation or inventory analysis, preferably in the retail industry
- 1+ years of Allocation Experience
- Epicor Systems