



## Example of Director Merchandise Planning Job Description

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Our innovative and growing company is looking to fill the role of director merchandise planning. 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 director merchandise planning

- Partners heavily with the lead Merchant and VP Global IM to develop the strategic Long Range Plan for the given product categories inclusive of product strategy and financial plan (sales, margin and inventory)
- Train, develop, and manage direct reports
- Partners with Merchandise Business Process Operations team on center of excellence services
- Serve as a key leader of the Outlet leadership team to drive and deliver sustainable, profitable growth for the Division
- Develop, execute, and communicate financial divisional plans, merchandise plans, and strategies to support the merchandising, marketing and financial objectives
- Responsible for pre-season forecast and in season management of planning forecasts, all on order, and receipt flow to ensure that available inventory meets open to buy strategy and maximizes cash flow and inventory utilization
- Define, direct, and manage promotional calendar for Outlet
- Develop and drive proper structure and processes with planning & allocations to maximize team productivity and results
- Financial and thought partner to Merchandising in creating strategic plans for product categories
- Responsible for delivering assortment plans consistent with merchandise strategies

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- Is self-directed and uses tact and diplomacy in all interactions
  - Proficiency in Microsoft Excel, Access or other Data Warehouse / Business Intelligence tools
  - Leads the development of new capacities and analytics that supports the development of pre-season assortment strategies, financial plans, and style level investments and in-season life cycle management
  - 7-10 years' experience in retail, preferably Inventory Management
  - Proven success in managing and mentoring strong talent in analytical based roles, developing diverse and high performing leaders and teams
  - Proven success in driving results through financial strategies