



Example of Merchandising Assistant Job Description

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Our company is looking for a merchandising assistant. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for merchandising assistant

- Organizes relevant Merchandising group outings and educational activities
- Guarantee that product flow meet legal requirements
- Support the line planning and development process with a strong understanding of business unit's needs and the market
- Analyze all weekly, monthly, quarterly sales reports
- Partner with Design through the entire conceptual and commercialization process
- Partner with Visual Merchandising, BU Merchandising and Creative teams on sample management and sharing
- Own all systemic work such as line plan creation, price changes, assortment updates
- Partner with Business Unites and Design to develop comprehensive seasonal line plans
- Liaison to all facets of the business including Design, Planning, Visual Merchandising and Creative Services
- Partner with Merchandise Planning for additional analysis and reporting where needed

Qualifications for merchandising assistant

- Continuous use of technical and business vocabulary and detailed knowledge of business operations
- Responds well to supervision, feedback and redirection

- Friendly, collegial
- Shop the market to stay abreast of trends
- Gain a knowledge of all top investments, and build strategies to support those investments