



Example of Merchandising Intern Job Description

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Our company is growing rapidly and is looking for a merchandising intern. 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 merchandising intern

- Assist FWRD studio merchandising team with day to day tasks
- Reading, editing, and uploading the descriptive copy and safety warnings for each product
- Manage files and data entry
- Replenish key items weekly and voice inventory concerns to buyers
- Pull reports for buyers
- Retrieve data from multiple retail sites
- Participate in weekly business review meetings
- Enter promotional information into outlines for retail stores
- Partners with Global Design and Production to develop and execute the necessary seasonal calendar
- Communicate the final assortment and manage the exception booking process

Qualifications for merchandising intern

- Relevant experience in high end fashion retail visual merchandising will be an advantage
- Ability to take initiative on projects and be self-motivated
- Ability to work well within a team and present positive attitude in the work environment
- Ability to be resourceful and think outside the box to solve issues

- Must be working towards a relevant degree