

People Tree

the Fair Trade Fashion pioneer

MERCHANDISING / LOGISTICS MANAGER

ROLE DESCRIPTION

Reporting to Chief Executive

Responsible for the forecasting and analysis of product sales and product sales margins, monitoring stock levels, advising on stock strategy, product promotions, range planning and buying strategy, to maximise sales and sell-through of stock.

Responsible for imports, managing 3rd party warehouse and logistics provider(s), including fulfilment of orders.

Range Planning

- Set up and keep to calendar (Critical Path), be proactive in ensuring calendars are consistent with expected events to maximise sales
- Prepare and deliver timely "Lessons learned" input to design process in line with Critical Paths
- Carry out regular analysis with regards to price points and sizing.
- Create seasonal sales and option plan by product category.
- Work with the buyer and the Head of Design to build range plans in line with Open to Buy budget.

Monitoring product performance and stock

- Monitor and report sales weekly against key performance indicators, e.g. sales and sell through.
- Initiate action as required to maximise sales and minimize markdown, including promotional activity, markdown sales, repeat buys, clearance.
- Manage allocations to sales channels, and allocate proactively between sales channels both at intake and during season reacting to sales on weekly basis.
- Review historical sales figures and record lessons learned throughout the season. Feed information back to buying, design, mail order, wholesale, catalogue and web teams.
- Manage old season stock, suggesting appropriate styles for re-sale in future seasons based on previous sales and stock levels.

Stock Intake, Fulfilment and Warehouse Management

- Responsible for the intake of stock from booking freight and handover to freight forwarder in country of production, into the business.
- Keep sales and marketing updated, to maximise sales opportunities (reviewing Collection launch dates, marketing initiatives dates, etc.)
- Coordinate and schedule the quality control checking of incoming stock.
- Manage fulfilment of orders booked by sales teams.
- Monitor and optimise warehouse and carrier performance and cost-effectiveness, propose and negotiate changes of contract etc.

Margins

- Manage the intake margin with the buyer.
- Analyse margins (Gross Margin and NMAD) by product group, sales channel and sales initiative against targets.

Others

- Ensure co-ordination of product information across different information sources in-house.

CANDIDATE PROFILE

You have 3 – 5 years experience in fashion merchandising in mid-market womenswear, and the confidence and analytical ability to organise and manage logistics operations. You have at least 2 years experience managing people.

You will want to contribute to developing a new business model for fashion, creating sustainable livelihoods with respect for people and the environment, through applying your professional skills, experience and management skills.

APPLICATIONS

Please send your CV and a short letter explaining why you are suitable for the role and why you wish to apply to hr@peopletree.co.uk by 30 September 2012.