

Assistant Manager, Regional Merchandising (Retail & Ecommerce)

A key member of the Regional Merchandise Planning, Buying & Allocation (B, P & A) team

Job Responsibilities

Merchandise Planning & Buying

- Co-ordinate with regional merchandising, global and country B, P & A team on alignment of seasonal planning calendar milestone dates (pre-season, in-season, merchandise financial plan, assortment plan, location plan etc.)
- Act as a business liaison between global, regional and country B, P & A team on seasonal assortment selection, pre and in-season financial and buy planning roll up and reporting.
- Assist Senior Manager in the development of buying budgets and merchandise selection of designated categories for direct to consumer channels in the region.
- Co-ordinate with country B, P & A team on the execution of Go-to-Market plans in-season.
- Collaborate with regional & country retail operations, visual merchandising and B, P & A team on the execution of new and existing store merchandise layout.

Allocation & Replenishment

- Partner with regional and country cross functional teams to probe, initiate and execute appropriate action plans for product launches, inventory shortages / excesses, slow sellers and end of life product and to better align our business with the demand of our customers.
- Drive the regional retail in-stock performance with regional & country supply and B, P & A team.
- Conduct regular review with country B P & A team on model stock plan by store clusters and provide recommendations to improve inventory accuracy and control

Reporting

- Co-ordinate with country B, P & A team on all reporting needs pertaining to range and price architecture, merchandising KPIs, product life cycle strategies, stock and gross margin information and business breakdown on a regular basis.
- To support Manager, B, P & A on regional weekly / monthly in-season merchandise KPIs reporting (slow moving items, actual vs. plan etc.) and drive all issues / action plans through to resolution.

Systems & Training

- Have a deep understanding of retail planning, allocation and replenishment best practices; enabling the ability to provide subject matter expertise on the given topic(s).
- Clearly define and articulate region specific business requirements for all new solution implementations / incremental upgrades.
- In partnership with B, P & A leadership team, deliver business users training, coordinate and execute applicable business end users testing during solution deployments / upgrades.
- Management of all regional business administration within the applicable retail solution settings (based on region specific strategies)

- Provide business end-user support as the team has questions / concerns regarding the retail solution/process questions.

Job Requirements

- Degree or diploma holder in Merchandising / Business Management / Retail Management or any relevant discipline.
- Minimum 3 years of planning, allocation experience, preferably from a branded specialty retailer.
- Strong knowledge base in retail and merchandising concepts and systems (Oracle preferred).
- Ability to understand process maps and how to drive process improvements that impact the business.
- Strong analytical and problem solving skills, with good attention to details.
- Flexible and ability to multi-task in a fast paced environment