



BC Dreams Co., Ltd.

Suite 2512, Office Tower, Langham Place, 8 Argyle st., Mongkok, Kowloon, Hong Kong

Web: www.bcdreams.hk

Email: sales@bcdreams.hk

Tel: (852) 6018 0660

Fax: (852) 3543 4344

Company Name	BC Dreams Co., Ltd.
Company Website	www.bcdreams.com.hk
Salutation/ Title	Ms
Last Name	So
First Name	Chelsea
Title	Manager
Direct Line	60180660
Email	Chelsea.so@bcdreams.com.hk
Mobile	60180660
Office Address	Suite 2512, Office Tower, Langham Place, 8 Argyle St., Mongkok, Kln., Kong Kong.
Job title	Product Coordinator
Number of job vacancies	2
Job nature	Home Textile; wholesale business/showroom retail
Target Applicants	ITC graduates
Job types	Permanent
No of work day/week	5-day
Work location	Wang Chuk Hang
Roles and responsibilities	<p>Responsibilities for Production side</p> <ul style="list-style-type: none"> • Product sourcing (interior furnishing fabric) • Order handling from sample development to bulk order • Coordinate between different internal and external parties • Maintain accurate and comprehensive data records in the system • Handle in and out inventory and maintain proper stock records <p>Responsibilities for the Sales side</p> <ul style="list-style-type: none"> • Meeting interior designers for design project specification • Promote new seasonal collections through face to face presentation • Regular customer visit to identify business opportunities • Provide solution on customer enquiries and follow up sales activities
Requirements qualifications	<p>Requirements</p> <ul style="list-style-type: none"> • High Diploma in textile technology or has knowledge through working experience • Passionate in interior furnishing industry • Self-driven, excellent organizational skill with demonstrated initiative • Good adaptability to new environment

	<ul style="list-style-type: none">• Proficiency in computer skill, especially MS Excel• Good command of both written and spoken English & Chinese (Cantonese and Mandarin)
Application Method	send cv to Chelsea.so@bcdreams.com.hk
Salary / allowance per month	\$15-20k/month with commission
Application Deadline	30 Sep 2021

Best regards,

 

Chelsea So (MBA; GG - GIA)

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