



*Great China Management Ltd. was established in 2003 by our founder who has been buying in China on behalf of overseas companies since 1992. Even with the rise of the internet, easily obtainable information about factories and trading companies, we found there was a growing need for sourcing agents in China and having a reliable partner representing client's interests here in China.*

*We do not simply recommend any factories to clients, we visit factories, stress test their abilities, quality control management, social compliance, etc. We have trained our own inspection teams who are strategically based in Guangdong, Fujian, Zhejiang, Henan and Shandong provinces, in order to be able to frequently check up on our client's orders, provide inline production quality inspections in a timely manner.*

## **Assistant/ Junior Merchandiser (Woven / Knit Garments & Home Textiles)**

### **Requirements:**

- Diploma / Certificate in Textile or Clothing or related disciplines
- With at least 2-3 years merchandising experience especially in woven / knit casual wear.  
**Candidates with fewer experience can be considered as Assistant Merchandiser.**
- Experience in Europe market
- Fluent in written and spoken English, Cantonese & Mandarin
- Proficiency in Outlook, Word, Excel, PowerPoint, etc.
- Knowledge in Photoshop / Illustrator is a bonus
- Responsible, self-motivated, well organized and able to work multi-task

### **Job duties:**

- Provide support to Merchandising team
- Assist in vendor sourcing, product development, sampling, fitting and related comments
- Dispatch samples, sign back samples, sample storage
- Finalize order with details like related product specifications and testing requirements
- Order follow up, lead-time management, monitor vendor performance
- Arrange and follow up lab testing
- Monitor / manage / follow up inspection, shipment and shipping documents
- Provide technical resolutions for problem shooting (if possible but not a must)

**Working Hours and Location**

- Mon - Fri 9:00-18:00, no overtime required
- Location: Kwai Chung

**Package**

- **Salary: 18K-20K, depends on position offered; 22k-24k for experienced candidates**
- 13 Months salary
- 15 Days annual leave
- HK Bank Holidays

**Application method**

Interested parties please send your CV with your expected salary and availability to [henryng@fnbhk.com](mailto:henryng@fnbhk.com).