



## JOB DESCRIPTION

### **Position:**

Merchandising Manager / Officer

### **Job Summary:**

We are seeking a talented and experienced Merchandising Manager to join our team at Sparkle Collection, a cultural and artistic clothing brand focusing mainly on avant-garde qipaos and Chinese chic fashion.

As our Merchandising Manager, you will report directly to our Founder & Creative Director. You should possess a strong background in fashion merchandising, be highly analytical, have strong communication and problem-solving skills, and a deep understanding of consumer behavior and fashion trends.

### **Responsibilities:**

- Work closely with suppliers to ensure that they meet the brand's requirements, provide them with specifications and guidelines for our products, and answer any questions they may have, analyze their performance and provide feedback to help them improve their processes, all the while maintaining positive relationships with the suppliers.
- Place orders with suppliers based on the brand's requirements and sales forecasts, ensuring orders are accurate and that suppliers acknowledge receipt of the orders.
- Track the progress of orders with suppliers to ensure they are on schedule and that any issues are resolved promptly.
- Work with suppliers to establish quality control procedures to ensure the products meet the brand's standards, and inspecting products to ensure they meet the quality requirements.
- Manage the brand's product selection, pricing, inventory, and marketing strategies to maximize sales and profitability; negotiate prices, payment terms and delivery schedules with suppliers, with the aim to obtain the best possible prices while maintaining the quality and timely delivery of products.
- Manage inventory levels of products effectively to ensure that the brand meets consumer demand while minimizing excess inventory and reducing costs.
- Collaborate with design and production teams to develop and execute product selection strategies based on consumer trends, market research, and sales data.
- Develop and execute visual merchandising strategies that showcase products in an attractive and engaging way to customers.
- Work with marketing team to create advertising and promotional campaigns that drive sales and increase brand awareness.
- Analyze sales data to identify trends, monitor the effectiveness of marketing campaigns, and make recommendations for future product and marketing strategies.



**Qualifications:**

- Bachelor's degree in fashion merchandising, business administration, or a related field.
- At least 5 years of experience in fashion merchandising
- Proven track record of successfully managing product selection, pricing, inventory, and marketing strategies to maximize sales and profitability.
- Strong analytical skills and ability to interpret sales data to make informed decisions.
- Excellent communication and interpersonal skills, with the ability to work effectively with a variety of teams and stakeholders.
- Willing to travel to meet with our suppliers, clientele and attend trade shows/fashion shows.

If you are a highly motivated and results-driven individual with a passion for fashion merchandising, we encourage you to apply for this exciting opportunity at Sparkle Collection.

Candidate with less academic qualification and/or experience will be considered for the role of Merchandising Officer.

Company website: <https://sparklecollection.co/>

Contact Person : Ms. Karin Yip, Executive Assistant

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**Application Method**

For those students interested to our position, they can email to :  
karen.admin@germanpool.com and hr@germanpool.com at the same time.