



Published Role Title	Assistant Merchandiser, Kids (SYS-51631)
Type of Role	Perm
Location	Street, Somerset

Job Description

Purpose:

The Assistant Merchandiser for UK & EMEA supports the Merchandisers in the execution of pre and in-season merchandising activities, providing administrative support and leading on specific tasks to ensure delivery of the merchandising strategy.

Accountabilities:

- Provide general administration support to the Merchandising team, ensuring in-season and seasonal activities are completed to time and to a high standard.
- Review pre and in-season performance to identify actions and provide insight to Merchandising team.
- Support the Merchandising team by preparing information and data, as required for business performance reviews on a weekly, monthly or ad hoc basis.
- Maintain high level of stock availability in store and in the DC.
- Support with inventory management and the open to buy process.
- Compile product information and presentations for seasonal engagement events as part of the GTM process.
- Manage and maintain merchandise master data, pricing, sizing and demand profiles.
- Collaborating with partner functions to manage customer order fulfilment requirements to maximise sales and margin and to ensure best possible stock service to customers.
- Work alongside Product, Supply Chain and operational functions to ensure GTM readiness on the systems and that products are set up for purchasing.
- Develop and maintain a good understanding of the trends, marketplace and competitors and identify and share any opportunities to improve performance and grow the business.
- Build effective relationships with partner functions.

Key Performance Indicators:

- Data and systems are accurate and complete for business use.
- Ability to manage multiple priorities.
- Appropriate decisions made through the support of accurate analysis and recommendations.
- Support and administration activities completed on time and to a high quality.

Skills, Knowledge and Experience:

Skills:

- Strong analytical skills.
- A level education or equivalent experience.
- Strong Excel skills.
- Strong PowerPoint skills.
- Good communication skills
- Good organisation skills.
- Working as part of an international team

Knowledge:

- Have good product acumen and understanding of the footwear industry.
- Keen interest in fashion and footwear trends

Experience:

- Experience within a multi-channel organisation.

Disciplines and Field:

- Merchandising and buying, analytics, product management, retail and wholesale.