



<b>Published Role Title</b>	Assistant Merchandiser, Wholesale (SYS-51632)
<b>Type of Role</b>	Perm
<b>Location</b>	Street, Somerset

### Job Description

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.

#### **Dimensions:**

Financial:

Sales, margin and inventory – support role.

Impact the job has on the business:

Provides support to the Merchandising team to ensure all activities are completed on time and to a high standard.

#### **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.

#### **Additional information:**

Key Stakeholders:

Wholesale and Retail Merchandising

Demand Planning

Supply Chain

Product Teams

Customer Operations

Retail Field Teams  
Franchise Partners  
Wholesale Partners  
Wholesale Sales Team  
Data Management teams  
Finance Pricing Teams  
Channel leads. roduct Teams.