

Published Role Title	Product Data Executive (SYS-51866)
Type of Role	Perm
Location	Street, Somerset, UK

Job Description

Job Overview:

As a Product Data Executive, you will establish, define and own the product readiness process, working across function and region to establish streamlined practices challenging inefficiency. Ensuring all products have the essential data and stock to enable them onto our websites and marketplaces, and to a schedule that supports maximum commercial performance

Key Responsibilities:

- Establish, define and own the ready for web (RFW) process to ensure a streamlined, effective and accurate product data management process for Clarks.com and marketplaces
- Accountable for ensuring all products are enabled online in a timely manner in line with season launches – to achieve the right level of commercial performance on Clarks.com (supporting the eVM/ Trading Specialists); but with full end to end ownership of the marketplace channel from product/price listing enablement to sales performance.
- Responsible for ensuring all product information is accurate, completing audits/visual checks of every article prior to enabling
- Working collaboratively with the trading, marketing, production/photography and studio teams to drive a continual improvement in product data and first-class product imagery in line with the brand segmentation strategy
- Supporting the eVMs /Trading specialists to provide product go live/pricing/stock and disabling updates to ensure that all products are merchandised onsite as accurately as possible.
- Pro-actively working with IT, DE and CDS and Merchandising teams across the business to continually look for ways to improve the product data management processes and technology architecture.
- Completely monthly and ad-hoc systems testing in line with business requirements.
- Develop a strong relationship with the merchandising teams to align data readiness and seasonal transition plans with agreed stage gates.
- Communicate effectively with colleagues in the ecommerce trading functions – highlighting and being accountable for resolving all product data / images related issues, working with Work with IT, DE and CDS where needed.

Key Qualifications:

Successful Experience:

- Experience of working with and improving complex processes and technical systems
- Ability to use content management systems and website publishing tools.
- Experience of working within a multi-disciplined team in an ecommerce environment
- A proven track record in a merchandising or merchandising function
- Online or Retail Trading experience
- Proven ability of cross function working and influencing.
- Problem solving and managing resolution of issues.

Essential Knowledge:

- Good knowledge of the footwear industry and E-commerce trading
- Website optimisation tools/techniques and industry best practice
- Product data management and merchandising

Technical Skills:

- Strong commercial awareness and proven customer focus
- Excellent communication skills - you can communicate / present information / ideas, gaining business buy in.
- Excellent attention to detail, capable of ensuring accuracy and high standards at all times.
- Enthusiastic, positive, with a determination to achieve results.
- Self-motivated with the ability to work independently in a fast-paced environment.
- Strong excel and data management skills
- Ability to recognise opportunities for process improvements and implement them.
- Proven track record of problem solving and managing difficult

Disciplines and Field:

- Merchandising or Product data
- Ecommerce trading
- Content Management Systems / PIM – eg Akeneo