

# We're hiring **NOW!**

We are looking for a **SR. MERCHANDISER**, to join our amazing team, at our headquarter in Gurugram, India.

**Subject to IMMEDIATE JOINING.**

The right energy and mindset, clubbed together with a great previous work exposure for high-street and boutique brands for women's wear, minimum working experience of 7 years in factory, both sampling and production, is minimum expectations. Previous buying house experience adds value.

We take for granted that you are very organised, have excellent communication skills including good written and spoken English, and that your mindset is turned towards process driven working and systems. You are curious by nature and always strive to advance forwards and upwards in everything you do.

Living in Gurugram or on the right side of Delhi matters, to be flexible in working hours whenever the workload and deadlines require you to.

Your work profile will include but is not limited to:

- Assisting in both sampling and production merchandising.
- Design background is a total plus point as this will be PD based profile.
- Must be able to work with techpacks and as well as work along with inhouse design team.
- Updating status daily in WFX.
- Filing and file handover internally as per set SOP's. Once order is confirmed then you will be responsible for production file handover within 24 hrs of order confirmation.
- Email communication, daily communication with buyers and suppliers, coordination w, logistics and accounts.
- Status updates, Daily updating of internal flowchart, proper filing of relevant info (such as fit comments, specs, lab dips, strike-offs, buttons, labels, tagging of reference samples w relevant info about dispatch date, approval date etc).
- Preparing for buyer meetings. This includes searching, pulling & selecting samples, mocks, fabrics to be sent ahead of travel. For meetings inhouse this includes preparing a meeting agenda for points to be discussed, updated flowcharts, hanging all samples referring to sampling and production on a separate sample stands, ensure the sourcing / style developments required by the buyer for the meetings are ready well in advance etc. Be a part of buyer meetings alongwith manager.
- Execute tasks and to-dos on meeting summary (writing if/when required) such as sample & mock development, sourcing, prices, pictures to be emailed; any further wishes by buyer or MM. Ensure Visual summary is made by and give the feedback within 24 hrs of receipt.
- Responsible for that all in-house tests are conducted for each and every style and combo (Colour fastness to washing, colour fastness to rubbing wet and dry before and after wash, dimensional stability to washing), and that test results are properly filed.
- Fabric and trim sourcing from local market, costing.
- price negotiation between buyers & suppliers, lead times, etc.
- Factory visits independently.
- Preparing packets for customers and filter submissions, etc.

Full time, immediate joining. Are you **THE** one? If so, **please share a 60 seconds video** via WeTransfer to **career@continuumba.com**, and **tell us who you are, and what makes you so unique as compared to everyone else** out there.

The final application date is **Sunday, Jan 03, 2020.**

