

Buying Assistant

JOB DESCRIPTION

We are seeking a dynamic, energetic, hard-working individual with the ability to think creatively, be proactive and make clear, well-reasoned decisions. We seek people with drive, passion and humility who can thrive in an entrepreneurial fast pace culture. We are looking for individuals that will go above and beyond to contribute to the success of this world class organization. He/she must also be able to work collaboratively as a team and be a self-starter, keeping your finger on the pulse of the sports world, monitoring selling of teams and merchandise, working with world class vendors – such as Nike/Adidas/Under Armour/ Majestic, and driving overall top and bottom line results.

The Assistant Buyer position is our entry level merchandise role with a clearly defined and proven path to a Buyer through development/growth as a key executive in the company.

JOB RESPONSIBILITIES

- Monitor the sports world on a daily basis. The performance of leagues, teams, and players directly impact the merchandise buying decisions.
- Assist in creating Industry Leading Product Assortments for all leagues and all categories.
- Work with the management team to interpret data sets to assist with key business decisions
- Develop and maintain strong vendor relationships. Research and resolve vendor issues.
- Collaborate with other buying/planning teams for assistance with hot market and major sporting events
- Work collaboratively with advertising staff and allocation team to ensure that all ad orders are properly allocated
- Prepare, organize and run the creation of new products.
- Work on special projects as assigned by Buyer and or Merchandise Manager

KNOWLEDGE & SKILLS

- Proactive, energetic, hard-working, intellectually curious and results-oriented
- Team player who can work effectively in a fast paced environment
- Solid negotiation skills and highly developed problem solving skills required
- Comfort working with all employee levels – from executives to the warehouse associates
- Demonstrate a strong working knowledge of Microsoft Office and Excel products

QUALIFICATIONS

- A passion in sports! We are the brand of the fan
- Bachelor's degree preferred.

Dimensions

This position has no supervisory responsibilities.