



Job Title: E-Commerce Merchandise Planning Assistant

Company: Trend Nation, LLC, www.TrendNation.com

Location: Las Vegas, NV

Marketplaces: Amazon.com, Walmart.com, Ebay.com, Target.com

Position Overview: The Assistant Merchandise Planner is the first level of the progression path toward becoming a Merchandise Planner and focuses on the mechanics of supporting a retail division through forecasting and inventory planning.

Company Overview: Trend Nation is a fast-growing e-commerce retailer that owns and operates a few niche e-commerce websites and excels on marketplace platforms including Amazon and Walmart. Over the past decade the company has been recognized as one of the top Amazon & Walmart private label marketplace partners, guided by our passion of bringing fun and functional products into people's lives through unique products. With over 2,000 products and over 5 million delighted customers, Trend Nation is a fun, fast-paced work environment that recognizes its employees with monthly teambuilding activities, regular company-wide celebrations, and a comprehensive benefits package.

Position Responsibilities:

The E-Commerce Assistant Merchandise Planner expectations and responsibilities are to:

- Manage inventory sell through, age, and in-stock rate in alignment with divisional goals
- Create SKU level forecasts covering at least 12 months into the future
- Determine and execute appropriate inventory allocations across all fulfillment methods
- Publish daily, weekly, monthly, and ad hoc reporting based on a variety of data sources
- Deliver ad hoc analyses as requested
- Proactively identify which SKUs will need to be reordered along with timing to prevent stock-outs
- Create and adjust purchase orders
- Create new SKUs in our ERP system and add them to other systems as needed
- Communicate orders to the Sourcing team and follow through until delivered
- Identify actionable opportunities to increase sales and SKU productivity
- Open requests in our ticketing system as needed and manage progress through to completion
- Collaborate with the Category Management, Sourcing, and Logistics departments to finalize (re)orders
- Collaborate with the Category Management and Marketing departments to affect sales as necessary
- Other duties as requested
- Live Trend Nation's core values
- Test products, including wearable items, and provide feedback to any department requesting it

Applicant Qualifications:

- 2 years of college education or relevant experience
- Analytical mind with an understanding of how to manage and work with data
- Strong written and verbal communication skills
- Strong computer skills (Must be proficient with MS Excel)
- Ability to learn and understand new programs and processes
- Detail oriented with an attention to accuracy
- Ability to multitask and prioritize to meet multiple and changing deadlines
- Above average knowledge of retail and/or ecommerce
- Ability to think both critically and creatively
- Reliable transportation
- Must pass a background check

Compensation:

- \$40,000 – \$45,000, DOE
- 401k, bonus program, medical and dental insurance reimbursement and many more benefits!

How to Apply:

Submit your cover letter and resume via email to: Jobs@TrendNation.com. Please be sure to include Merchandise Planning Assistant in the Subject line of the email and describe your favorite ice-cream in the e-mail body.