

VACANCY

BRAND SOURCING COORDINATOR SILO – CAPE TOWN

CORE PURPOSE OF THE JOB:

The Brands Sourcing Coordinator will be responsible for the sourcing of all up-to-date brands using the MIS system for suppliers that are contracted with the business.

KEY PERFORMANCE AREAS:

- Sourcing of products for various retailers as assigned by Sourcing Controller within the 48hr turnaround time
- Accurate updating and recording of information on required systems
- Delivery of quality product on time
- Maintaining good customer relationship with clients and promoting the use of the Company systems

QUALIFICATIONS / EXPERIENCE:

- Minimum Matric + relevant tertiary qualification
- Previous experience working in the Marketing or related Advertising fields would be beneficial
- Knowledge of different software applications & computer skills pc / mac

BEHAVIOURS & ATTRIBUTES:

- Attention to detail
- Work in a team environment.
- Communication skills.
- Reliable, 'Can do' attitude.
- Good relationship-building skills

The advert has minimum requirements listed.
Management reserves the right to use additional / relevant information as criteria careers@hirtandcartergroup.co.za
Closing date for applications is Thursday 20th September 2018