

Job Information

Post Title	Fabric Assistant
Company Name	Urban Outfitters, Inc.
Business Nature / Introduction	URBN is a portfolio of global consumer brands comprised of Urban Outfitters, Anthropologie, Free People, BHLDN, Terrain and the Vetri Family. We are passionate, creative and entrepreneurial. We create unique retail experiences with an eye toward creativity and a singular focus on pleasing our customer.
No. of Vacancy	1
Work Location	Hong Kong
Role / Responsibility	<p>Responsible for the execution of a strategy for the brand that allows designs vision for raw materials to be met whilst at the same time adhering to the business goals of the company in terms of IMU, Lead time, quality and efficiency.</p> <p>Work with cross-brand teams to deliver effective result. Inquire on fabric detail sheets and secure sample yardage, arrange tailoring sample yardage shipments for seasonal development.</p> <p>Assist in fabric sourcing and development, send outgoing developments to mills based on Supervisor's allocation. Maintain fabric sample invoice record and submit hard copies to home office Assist in fabric wash developments, including arranging yardages and communicating with laundry.</p> <p>Maintain daily communication with cross functional partners, fabric mills, and garment agents as needed.</p>
Requirements / Qualification	<p>Preferred Qualifications:</p> <p>Undergraduates/sub-degree graduates in the following field of study:</p> <ul style="list-style-type: none"> • Textile Technology
Target Commencement Date	As soon as possible
Additional Information	<ul style="list-style-type: none"> - 5-day work (9am-6pm) - medical benefits - 12 days paid annual leave - 13-month pay and bonus (if applicable) - staff discount occasional traveling required
Application Method	<p>Please send the following documents to fau@urbn.com :</p> <ul style="list-style-type: none"> • Cover Letter • CV
Application Deadline	12 March 2019