

Job Information

Post Title	Product Co-ordinator
Company Name	BC Dreams Co Ltd
Business Nature / Introduction	Trading and consulting service. Textile, cosmetic and jewelry products.
No. of Vacancy	2
Work Location	Hong Kong
Role / Responsibility	<ul style="list-style-type: none"> • Product Coordinator • Product sourcing and development, price calculation for bulk quantity • Identify new suppliers for product development and constantly review the current suppliers with respect to prices, quality, workmanship, commitment and time management • Establish and maintain a complete database of current and potential suppliers • Establish and maintain a product library with all products info (price, composition, testing protocols, etc.) • Provide market availability to sales teams • Occasional trade fair visit and factory visit • Liaise with laboratory for any testing request, including flame retardant and Martindale
Requirements / Qualification	<p>Preferred Qualifications: Research postgraduate/taught postgraduate/undergraduates/sub-degree graduates in the following fields of study:</p> <ul style="list-style-type: none"> • Design • Intimate Apparel and Activewear • Knitwear Design and Technology • Retail and Marketing • Technology
Salary/Allowance	\$17-22K
Target Commencement Date	As soon as possible
Additional Information	<p>Double pay: no, it will be discretionary bonus Annual Leave: 10 days to start with Medical: yes, after passing probation Dental: No Working hours: Monday to Friday, 9.00 am - 6.15 pm Lunch hours: 1.00 pm - 2.00 pm</p>
Application Method	<p>Please send the following document to chelsea.so@bcdreams.com.hk:</p> <ul style="list-style-type: none"> • CV
Application Deadline	30 April 2019