

Job Information

Post Title	MERCHANDISING ASSISTANT
Company Name	HONGTEX HONG KONG LTD.
Business Nature / Introduction	TEXTILE & GARMENT DESIGN AND MANUFACTURING
No. of Vacancy	2
Work Location	Hong Kong
Role / Responsibility	<ol style="list-style-type: none"> 1. Handling daily clerical work & logistics functions 2. Handling sample orders from designers 3. Handling fabric development
Requirements / Qualification	<p>Preferred Qualifications: Undergraduates 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 <p>Other Requirements</p> <ol style="list-style-type: none"> 1) Passionate to fashion 2) Proactive & Willing to learn 3) Good command on Microsoft office applications. Good standard on typing Chinese & Eng is a must 4) Able to speak English & Mandarin
Salary/Allowance	NEGOTIABLE
Target Commencement Date	As soon as possible
Additional Information	<p>Working Hours: Monday-Friday, 0830-1730 + Alternative half day on Sat Part time: Needs to be available for working at least 15 hours per week</p>
Application Method	<p>[via ITC (online application for internship only)]</p> <p>Please send the following documents to joanne@hongtex.com.hk:</p> <ul style="list-style-type: none"> • Cover Letter • CV • ePortfolio - please bring to office
Application Deadline	4 Feb 2019

Note on Minimum Wage Ordinance

Please note that statutory minimum wage does not apply to student interns as well as work experience students during a period of exempt student employment. Please refer to the [Notes for Student Employees and Employers at the Labour Department](#).

If you want to accept a job paid below the statutory minimum wage (including no-pay internship), please send a written request to tcwie@polyu.edu.hk for issuance of the corresponding document.