

## Job Information

Post Title	Stock Associate
Company Name	Ralph Lauren Asia Pacific Limited
Business Nature / Introduction	<p>Ralph Lauren Corporation (NYSE: RL) is a leader in the design, marketing and distribution of premium lifestyle products in four categories: apparel, home, accessories and fragrances. For more than 50 years, Ralph Lauren's reputation and distinctive image have been consistently developed across an expanding number of products, brands and international markets.</p> <p>We are looking for bright, energetic and highly motivated individuals to join and grow with the company. Ralph Lauren Corporation (NYSE: RL) is a leader in the design, marketing and distribution of premium lifestyle products in four categories: apparel, home, accessories and fragrances.</p> <p>For more than 50 years, Ralph Lauren's reputation and distinctive image have been consistently developed across an expanding number of products, brands and international markets. We are looking for bright, energetic and highly motivated individuals to join and grow with the company.</p>
No. of Vacancy	5
Work Location	Hong Kong
Role / Responsibility	<p><b>Customer</b></p> <ul style="list-style-type: none"> <li>• Ensure timely and accurate delivery of all customers sends.</li> <li>• Provide customers home/hotel deliveries when necessary.</li> </ul> <p><b>Product</b></p> <ul style="list-style-type: none"> <li>• Responsible for organization and maintenance of merchandise in the stock room.</li> <li>• Responsible for unpacking and processing all shipments.</li> <li>• Responsible for getting products to the floor in a timely manner.</li> <li>• Verify that all shipments arrive secure and complete, match goods received to description on documents and report any discrepancies to management.</li> <li>• Ensure all product is tagged properly and sensed (where applicable).</li> <li>• Ensure all customer shipments and transfers are packaged properly according to company standards.</li> <li>• Handle the store transfers and returns within stores and warehouse.</li> </ul> <p><b>Business Objectives</b></p> <ul style="list-style-type: none"> <li>• Ensure all outgoing customer shipments and transfers are accompanied by the appropriate documentation and applicable shipping fees charged.</li> <li>• Ensure proper billing or GL code is used for all shipments.</li> <li>• Control shipping costs by adhering to FedEx shipping timelines and condensing/limiting store to store shipments.</li> <li>• Ensure responsible use of all shipping/packaging supplies in order to control store expenses.</li> <li>• Ability to perform maintenance and cleaning duties as required by the Operations/General Manager.</li> <li>• Consistently meet requirements of passing grade on store Audit.</li> </ul>

Requirements / Qualification	<p>Preferred Qualifications: Undergraduate/Sub-degree graduates in the following fields of study:</p> <ul style="list-style-type: none"> <li>• Design</li> <li>• Intimate Apparel and Activewear</li> <li>• Knitwear Design and Technology</li> <li>• Retail and Marketing</li> <li>• Technology</li> </ul> <p>Other Requirements:</p> <ul style="list-style-type: none"> <li>• Minimum 2 years of related experience.</li> <li>• Good communication and interpersonal skills</li> <li>• Ability to work well under pressure.</li> <li>• Must be detail oriented, organized and reliable.</li> <li>• Ability to collaborate and work within a team environment.</li> </ul>
Target Commencement Date	As soon as possible
Application Method	<p>Please send the following document to <a href="mailto:store.hkhr@ralphlauren.com">store.hkhr@ralphlauren.com</a>:</p> <ul style="list-style-type: none"> <li>• CV</li> </ul>
Application Deadline	30 September 2019