

**THE HONG KONG POLYTECHNIC UNIVERSITY****Institute of Textiles and Clothing****Job Specification**

<b>Posting Date:</b>	8 Oct 2021
<b>Post / Position:</b>	Technical Design Trainee
<b>Company:</b>	Clover Global Limited
<b>General Description:</b>	<ol style="list-style-type: none"><li>1. To assist Technical Designer in preparation of fitting session</li><li>2. To assist in simple pattern making</li><li>3. To check and measure sample according to our company standard</li><li>4. To assist in generating the measurement specification and mold chart for production</li><li>5. To issue sample order sheet to sewing team and follow up the status (HK &amp; Seeds B)</li><li>6. To assist in fitting by record measurement and photo taking and keep the information for internal reference</li><li>7. To prepare the material, mold cup ordering and trail package for sample room</li><li>8. To provide information including sample specification, material, measurement and sewing method etc to costing team for creating the BOM</li><li>9. To perform any other duties as assigned by the superior and/or their designate from time to time.</li></ol>
<b>Salary:</b>	Salary budget 15K
<b>Education and work experience requirements:</b>	<ol style="list-style-type: none"><li>1. Diploma in Textile / Clothing related disciplines, Intimate Apparel is preferable.</li><li>2. Fresh graduate would be considered</li><li>3. Knowledge in Pattern-making is highly preferable</li><li>4. Possess knowledge in design software</li><li>5. Travel is required.</li></ol>
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