



Job Specification

Posting Date:	8 June 2026
Post / Position:	Fabric Department Assistant
Company	Mastertex International Limited
Nature of Business:	Textiles and Garments
Location:	Hong Kong office: 403 Lippo Sun Plaza, 28 Canton Road, Kowloon, Hong Kong Based in our Hong Kong office but involves regular travel to other locations, including our China office, Bangkok office, and various production sites as needed.
Job Description / Responsibility:	<ul style="list-style-type: none">* Support fabric sourcing, development, and material management activities.* Coordinate fabric testing, quality evaluation, and performance analysis.* Maintain fabric databases, records, and sample libraries.* Assist in fabric selection and material development projects.* Communicate with suppliers regarding fabric specifications and technical requirements.* Analyze testing results and prepare technical reports.* Monitor fabric development timelines and project progress.* Support troubleshooting of fabric-related issues during product development and production.* Collaborate with merchandising, design, and production teams.* Assist with special projects assigned by management.
Salary and Fringe Benefits:	Candidates with relevant experience Salary will be commensurate with experience and qualifications (to be discussed during interview). Entry-level candidates are welcome For candidates without prior experience, we offer a starting salary of HKD 8,000 per month and you will begin in an assistant capacity, with on-the-job training provided.

	<p>Annual leave: 7 days per year</p> <p>Statutory benefits: All employment terms follow the regulations under Hong Kong law, including but not limited to the Employment Ordinance, statutory holidays, and other applicable government requirements.</p>
No. of vacancy:	1
Requirement:	<ul style="list-style-type: none"> * Good command of written and spoken English and Mandarin. * Strong analytical and technical aptitude. * Detail-oriented and well-organized. * Proficient in Microsoft Office applications. * Basic knowledge of textiles and fabrics is an advantage.
Additional Information:	N/A
Please contact:	Eugene Chen, Assistant to CEO
e-address:	eugene@mastertec.com.cn
Closing Date:	Until filled