

## Seasonal Store Operation Associate - Bodrum

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Company: Christian Dior Couture

Location: Turkey

Category: other-general

### Position

Directly reporting to the Store Operation Manager or Store Director, the Stock Associate effectively will support the smooth running of the day-to-day stock operations of the store, with the objective of facilitating sales, delivering exceptional service to customers and implementing business driving initiatives.

He/she supports client experience by assisting Managers and Sales Assistants on the sales floor as needed.

### Missions Description:

Stock Management & Logistics

support for all incoming and outbound physical and IT merchandise flows (receiving, follow-up of orders, ticketing, transfers, and shipments etc.), including ecommerce shipping to Regional Digital warehouse.

Respect all the procedures related to storage rules, stock procedures and best practices

Support during the inventory activities (weekly cycle counts and annual inventory)

Realize the administrative follow up of Care Services and support sales team on key procedures

Store Systems

Have knowledge and show respect of key policies and processes

Have knowledge and show exemplary use of all « back-office » tools

Facilities Management

Supervise supplies needs (uniform/consumable supplies)

Maintenance and store upkeep

## **Profile**

Background :

Required knowledge and experience in the retail and service field.

Experience: at least two years of experience.

Technical skills :

Knowledge of luxury products

Knowledge of other languages (english, others are a plus)

Knowledge of basic IT (Office).

Soft & Interpersonal skills :

Positive and kind attitude

Good standing

Team-working attitude

Smily

Keep a gentle language and behavior with the colleagues

Flexible

Hard worker

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