



Job Description: Apparel & Footwear Buyer

JOB TITLE: Apparel & Footwear Buyer

SCHEDULE: Full-time

COMPENSATION: \$18-\$22/hour

JOB SUMMARY:

The Apparel & Footwear Buyer creates and manages ORO's apparel and footwear product assortment, and maintains the highest quality experience for our customer. The Buyer builds and maintains vendor relationships and assists with marketing efforts to ensure the product assortment supports strategic initiatives and financial goals.

ABOUT ORO

Onion River Outdoors is a community-minded outdoor gear and apparel shop in Montpelier, Vermont. We are Central Vermont's outdoor recreation experts, an eclectic and fun group of active, outdoor-loving folks seeking healthier, happier and more eco-friendly ways to live our lives by using the gear we sell as often as we can. In addition to sales and service, our shop provides events, clinics, and community-gatherings that encourage and celebrate outdoor activities.

CULTURE

We work hard and have fun. We bring energy and honest effort into everything we do. We try, use, and buy the products we sell. At ORO, all employees are accountable to each other, to a successful business, and to a healthy work environment. We respect each other as equals, learn from our mistakes, and help each other to do better together. We recognize that our shop's success is tied to the well-being of our Green Mountain landscape and our Central Vermont community. Our primary focus is to provide honest and excellent customer service by always putting the customer first. We don't just sell stuff to our customers, we provide the means to a healthy, positive lifestyle. We open doors to the outdoors by supporting community members in their outdoor pursuits. We believe that when consumers support local business and local business supports the community, we all win.

COLLABORATION

- The Apparel & Footwear Buyer reports directly to the ORO Owners.

- The Apparel & Footwear Buyer works closely with the ORO Owners and Management Team to inform and coordinate buying strategies that meet budget and match customer needs and available floor space.
- The Apparel & Footwear Buyer collaborates with the marketing staff to develop promotions and ensure accurate representation of product online and in advertising.
- The Apparel & Footwear Buyer works closely with the floor staff, providing product trainings and merchandising guidelines.
- The Apparel & Footwear Buyer develops and maintains positive working relationships with vendors and sales representatives.

JOB RESPONSIBILITIES

- Build, create, and manage clothing and footwear assortments that align with ORO goals as well as market and consumer trends.
 - Assortment creation includes selecting and purchasing merchandise by considering type, quality, source, timing, delivery, mix, and promotions.
 - Manage assortments includes continual evaluation of pricing, demand, forecasting and product flow.
- Achieve sales, margin and turnover plans by creating, driving and ensuring execution of merchandising strategies. Build visual merchandising strategy that will support the sales, margin and turn objectives.
- Receive orders to ensure accurate point of sale records.
- Post and manage product descriptions on ORO website to ensure accurate representation of inventory that is in alignment with vendor pricing requirements.
- Analyze economic, market, and industry data to assess current strategies or identify future business opportunities. Assume the customer's perspective and ensure merchandising strategies will meet customer needs (current and future).
- Build and maintain relationships with vendors to gain knowledge and data as it pertains to product category. Utilize established relationships in product selection and pricing negotiations.
- Identify current and future customer needs by establishing rapport with potential and actual customers and by remaining knowledgeable about the latest trends in outdoor apparel, footwear, and activities.
- Collaborate with the Floor Manager to develop and build product displays and layouts.
- Provide regular clinics and support to floor staff to familiarize them with product and merchandizing plans.
- Promote teamwork and morale among co-workers by remaining flexible and being willing to pitch-in to address needs or opportunities that arise within and beyond your department or job description.
- Maintain excellent communication with vendors, customers, and other staff members.

QUALIFICATIONS

Required

- Active user of outdoor gear as a hiker, biker, runner, or other shop-related activity.
- College degree or equivalent experience.
- 2+ years experience working in the outdoor industry
- Positive, customer-first attitude.
- Excellent verbal and written communications skills.
- Ability to work effectively with others in a team-oriented environment.
- Ability to work a flexible schedule including nights and weekends.
- Ability to effectively communicate with individuals and groups, demonstrate integrity and respect, and establish authority through credibility and knowledge.
- Ability to balance long-term vision with more immediate, practical store needs.
- Ability to achieve financial and operational efficiencies while maximizing benefit to customers.
- Ability to manage stress, keep track of details, think creatively, prioritize, and manage time effectively.

Physical Requirements

- Continually able to stand/walk for extended periods of time.
- Continually able to reach overhead, bend, squat, kneel, and carry product, necessary for inventory management and store merchandising.
- Continually able to walk up and down staircases, carrying boxes, product, displays, and other necessary store-related items.
- Ability to safely lift boxes up to 55 lbs.
- Comfortable climbing ladders.
- Proficiently use computer-based Point of Sale and inventory systems to place orders, assist customers, and run reports. (We will train to our p.o.s. system.)
- Ability to travel off-site to trade shows, possibly for multiple days.

Preferred

- Associates or Bachelor's degree in business, outdoor education, marketing, or related field.
- Familiarity with point-of-sale computer systems and inventory control software.
- Experience as a clothing, footwear, or outdoor sporting goods buyer or retail manager.
- Preference will be given to candidates who engage in outdoor activities and can speak from experience about the brands we sell.

COMPENSATION AND BENEFITS

- Starting pay \$18/hour to \$22/hour depending on experience.
- Industry benefits such as employee pricing on gear
- Paid sick and vacation time