



## E-COMMERCE WORK EXPERIENCE

REF. NO. 727

### About us

We are a British accessible luxury brand, known around the world for our collection of footwear, clothing and accessories, this heritage brand combines timeless style, distinct British design and artisanal quality.

Founded in London in 1990 and renowned for the signature kitten heel shoes favoured by celebrities and stylish women alike, we rapidly became the ultimate destination for feminine footwear. Ready-to-wear collections were introduced in 1998 establishing the company as a leading fashion house.

A design-driven label with a luxury twist, the distinctive handwriting stays strong thanks to a dedicated in-house design team, creating looks that appeal to an expanding customer base. The Group has significant retail and wholesale presence in key international markets including North America, Europe and the Middle East.

### Number of employees

900

### Tasks

- Monitor the website with daily checks and reporting any issues.
- Assisting Digital Marketing Manager with creation of weekly email and editorial briefs.
- Assist E-Commerce Trading Manager with day to day tasks in Hybris;
  - Checking new products and publishing them to website
  - Updating product information and images
  - Allocating products to website categories
  - Updating website pages i.e.: store locator, careers, terms & conditions
- Support E-Commerce and Design team with sample process;
  - Updating E-Commerce tracker
  - Organising sample cupboard
  - Returning samples to production.
- Work with the Design team on photoshoots for new season launches.
  
- Downloading and uploading product images to Ampliance.
- Updating “As Seen On” and Instagram shopping section via Ampliance.



- Monthly competitor analysis.

## Skills needed

- Excellent organisational and time-keeping skills
- Attention to detail
- Ability to show initiative essential
- Proficiency in Microsoft Word, Outlook, Excel & PowerPoint
- Creative thinking and styling for content creation
- Enthusiastic about Ecommerce and Fashion
- Ability to liaise with varying stakeholders within the business.

## Skills to be acquired

Social network extensive knowledge, marketing and eCommerce strategies

## Period

Minimum 3 months, up to 1 year

## Office languages

English

## Location

London

## Financial support

Travel expenses and lunch vouchers

## Office hours

5 days per week, Mon-Fri 9.00am-5.30pm