

GREEN SHEET

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MONDAY OCTOBER 05, 2015

CLASSIFIED

POSITIONS OFFERED

Velvet Heart

EXPERIENCED SALES REP

Experienced sales Rep wanted for a Los Angeles based Contemporary line. Must have established relationships with specialty stores. Road Sales a plus!

Send inquiries & resume to: mpaguio@velvetheart.com

SALES ASSISTANT - MATERNITY/BABY SHOWROOM

Seeking a full time Sales Assistant. Must be a self-starter, motivated with leadership qualities and hard working. Individual will be responsible for customer service, interacting with buyers to secure purchase orders and in charge of showroom presentation. Must be detail oriented with good follow through. Fluency in MS Word & Excel a plus.

Please contact: info@conceptionshowroom.com

S.A.M. SHOWROOM

ACCESSORY REP

Showroom looking for an accessories rep for a high end luxury brand. 2+ yrs min exp. Please email your resume to christine@samshowroom.com or fax to 213 489 5266

SHOWROOM ADMIN/ASSISTANT

Showroom/Admin Assistant needed for busy contemporary showroom in the New Mart. Responsibilities include working directly with the owner in all office organization, merchandising and sample coordination, as well as computer work. Must be detail oriented, organized with experience in fashion industry.

Send resume to: mpaguio@velvetheart.com

YOUNG CONT. ASST. DESIGNER/MERCHANDISER

L.A. based brand seeking an asst. to join our creative team. Must have min 3 years experience be detailed oriented, self-starter. Knowledge of relevant computer programs and must be a team player.

Send resume to: mpaguio@velevetheart.com

CUSTOMER SERVICE + PT/BOOKEEPER

Contemporary brand
DTLA - Seeking customer service
PT bookkeeper Minimum 3 years of experience
compensation DOE

email: eva@evafranco.com

BedHead
Pajamas

SALES ASSISTANT

Complete knowledge of AIMS 360, ability to input purchase orders, accurately and efficiently. Ability to generate R.A.s against invoices. Microsoft Office Applications: Word, Excel, Outlook, Adobe Photoshop a plus. Sales/Customer Service background or relevant work experience - Impeccable phone, email etiquette.

- Answer incoming customer calls, emails, and requests for information for new and existing accounts.
- Research new leads for sales team internet savvy.
- Prepare for and potentially participate in tradeshows
- Positive attitude and willingness to help the team grow.
- Ability to think outside out of the box.
- Exceptional work ethic
- Results driven
- Integrity based

Possess a high energy, strong desire to achieve top results with a charismatic, positive "can-do" attitude over the phone and in person

email: wendy@bedheadpjs.com

SALES & MARKETING ASSISTANT

Description:

Part time Sales & Marketing Assistant Wanted for Established Women's Contemporary LA based clothing line. Qualified candidates must have a passion for fashion, motivation & drive. Must possess an eagerness to learn & excel.

Daily duties include:

- Administrative duties Organizing the line & style outs
- Account outreach Assisting with Public Relations and Marketing tasks Primarily Assisting sales manager & helping other reps in all day to day activities
- Working knowledge of Adobe Photo Shop, social media platforms, computer & people skills a plus

Requirements:

- Working knowledge of Adobe Photo Shop, social media platforms, computer & people skills a plus
- Interest in fashion, merchandising, sales and marketing
- Must be living in California

Send resume to: amy@danielrainn.com

ECOMMERCE ASSISTANT

eCom assistant needed for LA based contemporary clothing line. Prior experience a must. Must be familiar with Photoshop and social media platforms. Excellent writing skills. Send Cover letter & resume to: gabrielle@velvetheart.com

YOUR AD HERE

email your ad to: greensheet@extrasecretary.com

C L A S S I F I E D

POSITIONS AVAILABLE

Looking to boost your career? Interested in seeing what's out there?

We are here to help connect talented people with their next position in the fashion industry. Gain access to immediate opportunities in the Greater Los Angeles region.

- Mid Level, Management Level, Executive Level Positions
- Design (Creative & Technical), Sales, Operations, Marketing, Production, Logistics, Customer Service
- No Cost!

Send Resume to: info@extrasecretary.com
Subject: Ad in Green Sheet

HASSON COSTA

SHOWROOM ADMIN/ASSISTANT

Seeking a highly professional, experienced organized administrative executive assistant, with a proven track record and stellar references to assist VP of Sales in back end of Department store, on line businesses and more. Must have prior work experience, preferably in the wholesale fashion industry and administration. Candidate must work well under pressure, posses a positive and passionate attitude and be able to handle a large work load, with immense follow up skills. Computer skills a must. Looking for a key asset to join our team.

Send resume to:
DUSTY@HASSONCOSTA.COM

POSITIONS AVAILABLE

PT GRAPHIC/WEB DESIGN ASSISTANT

Base Proficiencies:

- Using Adobe Photoshop to design layouts for print and/or web
- Use Illustrator to mock-up & create product designs
- Experience retouching, color correcting, and manipulating photos
- Basic understanding of how to use an SLR Camera
- Basic understanding of excel

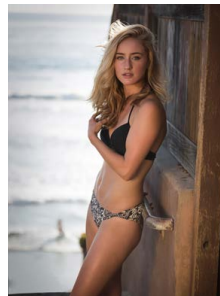
Tasks:

- Create & edit product mock-ups
- Take product shots
- Write product descriptions
- Build web page mock-ups (photoshop)
- Design email blasts & ad banners

Experience working with flat & skeuomorphic designs a plus. Some telecommunication ok with established relationship

send resume & examples of work to:
laury@spiritjersey.com or call 323-454-3559

EXPERIENCED MODEL



Emmy Newman
MODEL


Bust: 33
Waist: 26.5
Hips: 34
Height: 5' 6"

emmyelisabethnewman@gmail.com
Sherman Oaks 650-248-3833

Lifestyle Swimwear Fitness Fashion

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M A T R I X

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Chip Laza.....213.222.6225
chip@ccl-itc.com

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Los Angeles, CA 90015
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