

GREEN SHEET

Published by: **EXTRA SECRETARY**
(California Market Center)
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info@extrasecretary.com

MONDAY OCTOBER 19, 2015

CLASSIFIED

POSITIONS OFFERED

TUNNELL FASHIONS INC.

SALES ASSISTANT

Showroom assistant needed for junior showroom in the CMC. The applicant must be detail oriented and able to handle all office responsibilities in a fast pace environment. Fashion knowledge is helpful but not required for this full time position.

email: Tunnell@aol.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 tradeshow
- 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

KENISTON

SALES REP/MERCHANDISER

Looking for an experienced Sales Rep/ Merchandiser for an L.A. based young contemporary line. Must have established relationships with majors & specialty stores. Minimum 5 years' experience within the Young Contemporary/Better Missy Market. Fantastic opportunity for a highly organized and detail-oriented professional.

Please contact liliانا@bacciinc.com

ECOMMERCE/SHOWROOM SALES ASSISTANT

We are looking for an energetic, self-starter with great attention to detail to join our team. You should be comfortable in a fast paced environment.

Have excellent verbal and written English skills, be computer literate and comfortable with all Microsoft Office applications, (Word, Excel, and Outlook). Knowledge of basic ecommerce website maintenance, digital photography and basic Adobe Photoshop skills are a plus.

Responsibilities will include, daily showroom maintenance, digital photography of garments, managing and processing online orders and working with customers over the phone, assisting the sales manager and owner.

We offer a casual, fun working environment, the opportunity to learn all aspects of the off-price business and the opportunity to grow with us. To be considered for this position, please have reliable transportation and be available to work (M-F, 9:00 - 5:30). Interested applicants please email your resume and salary history.

email: anwinc15@gmail.com

ASSISTANT BUYER

Seeking a full time Assistant Buyer. Highly motivated applicant must have leadership qualities & be a self-starter. Responsible for photos, organizing samples, and keeping track of purchase orders. Must be fluent in Photo shop, MS Word, and Excel.

Email resume with salary history to:

hrapparelwarehouse@gmail.com

REP WANTED

SAGJOL


SALES/ROAD REPS

Sagjol is looking for Sales/Road Reps. Must have experience with Premium Denim. Please email your info and experience to: **info@sagjol.com**

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Classified Ads
Continued on next page ►

C L A S S I F I E D

SITUATION WANTED

WHOLESALE INDUSTRY

I am an energetic, positive, professional, articulate young man presently seeking a position in the wholesale industry. I have experience working with buyers as well as trade show experience. I am great with building relationships, rapport, following up with existing accounts and developing new ones. I am pro active and eager to get back in the business and find a company that I can grow with and build my career. My mom got her first job through the Green Sheet 30 years ago, I have watched and learned from her.

zwallman@outlook.com 818-297-7663

FOR SALE

- [1] kubata warehouse counting scale [\$50]
 - [4] heavy duty salesman // warehouse rolling racks [\$65 each]
 - [1] stand up black rolling sample case [\$65]
 - [2] soft garment bags [\$5each]
- Reasonable offers ok photo or additional info available upon request

Pick up only in Van Nuys
contact: 818.516.3814 or frombklyn@aol.com

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INSURANCE

LIFE & HEALTH INSURANCE

Contact Ludgate Insurance to get the best premiums possible.

p: 818.312.3165 e:ludins@aol.com

SHOPS & SERVICES

EXTRA SECRETARY
 FULL SERVICE PRINTING CTR
 B-237.....213.627.5930

FASHION BOOKSTORE
 Fashion Magazines, Books, etc.
 A Lobby 19.....213.622.5663

HAIR SHOP, ETC. -
 Hair, Nails, Wax, Massage Therapy, Supplies
 B-232.....213.622.8138

LUDGATE INSURANCE SERVICES
 Specialist in Life, Health, Disability, Long Term Care, Medicare Supplement Insurance
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OMID Travel & Tours
 Travel Agency
 B209.....213.629.6646

BAKERY NOSH
 Bakery, Breakfast, Lunch, Catering
 B203.....213.622.6245

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

BREAST CANCER AWARENESS



BREAST CANCER AWARENESS

The Children's 6th Floor at the CMC is supporting Awareness Month

Stop by their showrooms & show your support

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Mammoth Drinking Water
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STEVE HWANG 213.388.7575

M A T R I X

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 Bakery, Breakfast, Lunch, Catering
 B203.....213.622.6245

TRI R TELECOM
 Telephone Installation & Repair
 B-286.....213.239.8491

MONA TAILOR
 Men & Women Clothing Alterations
 CMC Olympic Bridge CGA11.....213.746.3340

CCL IT CONSULTING
 Computer Repair/Networking
 Chip Laza.....213.222.6225
 chip@ccl-itc.com

TONY SHOE REPAIR
 Shoe, Handbag Repair & Keys
 Suite B211.....213.407.3199



Full Service Salon and Spa
 901 South Main Street
 Los Angeles, CA 90015
 info@soleilbeautysalon.com
 tel: 213-593-9090