

GREEN SHEET

Rather GO Green Than BE Green Now on Recycled Paper

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MONDAY DECEMBER 12, 2011

CLASSIFIED

POSITIONS OFFERED



Showroom Asst/Sales
 Women's casual lifestyle brand looking for a salesperson for west coast territory. Contacts & experience a plus. Salary, benefits, comm, parking.
 Please Email: allison@mododoc.com

Experienced Jewelry Designer needed!
 Contact: Adrine Andreasian Phone Number: 818.244.0540 Email: Adrine@charmamerica.com



Showroom Sales Rep
 Established Multi-line Contemp. Shrm in New Mart, seeks salesperson for LA shrm/Road. Some sales exp. a plus. Looking for motivated candidates. Email resume to: bmjco2@sbcglobal.net



Clothing Manufacturer seeks full time customer service representative. Must have great communication and computer skills. Great opportunity. Email resume to: mike@nataya.com

Handbag co. seeks **Senior Account Executive** responsible for achieving sales and/or profitability objectives, from new clients or accounts.
Responsibilities include: Achieving assigned sales targets, prospecting & developing new client relationships & resolving sales or delivery issues
Requirements: 5 -7 yrs exp, outstanding written & oral communication skills, superior business & negotiation skills, extensive industry contacts w/ ability & willingness to travel. Email resume to: cabcc2011@gmail.com



LITTLE GIRAFFE®

Customer Service Opportunity
 Van Nuys based baby brand seeks Customer Service Rep to join our team. We are a fast-paced, manufacturing company and need an energetic, enthusiastic, and motivated professional.
 -Excellent customer service skills
 -Able to make efficient use of time and join a hard-working, dedicated team
 - Confident speaker w/ excellent communication skills and a light-hearted sense of humor
 - Enthusiastic about your work & willing to go the extra mile
 - Computer Savvy, experience with MAS90 a plus.
 Please email resume and cover letter explaining why you would make a great candidate to: careers@littlegiraffe.com

SPECIAL ANNOUNCEMENT



LAST ISSUE OF 2011

Thank you all for a wonderful year. The next green sheet issue will be out Monday 1/2/2012

POSITION OFFERED



Seeking outgoing individual who can take initiative on all levels of admin duties to work in a fast paced environment. Must be highly computer literate & a self-motivator. Responsibilities include but not limited to:
 -Assisting sales team in collecting payments -Calling & follow-up -Issuing RA's & processing returns -Provide excellent customer service -Assist in preparation for trade shows (scheduling appts, sending line sheets, order entry & follow up) This individual would be needed in the showroom 3-5 days a week, w/ \$15/hr starting salary.
 *Exp w/ AIMS not mandatory but a huge benefit.
 Please email resume to: Chelsea@george-gina-lucy.com

REP WANTED

High-end knit line seeks strong East & West Coast Road Rep w/ min 3 years experience and current contact list with A doors. Position consists of catering to existing accounts along with growing account base & territory. Great opportunity with growing company. Email resumes to: courtney@fitandsupply.com

SAMPLE SALE

EVERY FRIDAY AND SATURDAY UNTIL CHRISTMAS

SAMPLE SALE

FRIDAYS 10-4
 SATURDAYS 11-3

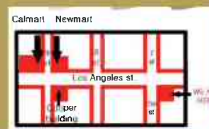
CASH AND CREDIT CARD ACCEPTED

HOLIDAY BLOWOUT SALE



PLEASURE DOING BUSINESS

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 656 LOS ANGELES STREET
 SUITE 500



FRIDAY DECEMBER 9th, 16th 10AM-4PM
 SATURDAY DECEMBER 10th, 17th 11AM-3PM

C L A S S I F I E D

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SAMPLE SALE - FRI 12/16 9a-5p

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SPECIAL ANNOUNCEMENT

Happy Holidays

GREEN SHEET ONLINE

For the Green Sheet online go to:
www.ExtraSecretary.com

ADD EXTRA SECRETARY AKA THE GREEN SHEET ON **facebook.**

..and never miss an issue of the Green Sheet. Every Monday evening, you can find the latest issue posted on Extra Secretary's Facebook page.

CLD SAMPLE SALE

COME ONE COME ALL AND GET YOUR CHRISTMAKAH ON AT OUR ANNUAL...
CHIC LITTLE DEVIL SAMPLE SALE
4 Days!
December 15-18, 10am-6pm each day.

Giftling is always in style!
UP TO 90% OFF TOP CELEB FAVORITES SUCH AS:

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- D&G
- Balenojago
- Stella McCartney
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- Cynthia Vincent
- Christoforos Kolontas
- Alexander McQueen
- Robert Rodriguez
- Myne
- Sheri Bodell
- Katy Rodriguez
- Diabloss
- Manousi
- Jerrell Scott
- Corey Lynn Carter
- Lanvin
- Alcia
- Alexander McQueen
- Giuseppe Zanotti
- Giambattista Valli
- Sam Edelman
- And many more!

VOUS SPA CANDLES
prices starting at \$5
Lots of \$12 blue tea

Don't forget chilly weather goodies for yourself!

- Capes and cardigans for the superwoman in you!
- Leather Jackets by Grazi, Thomas Wydo, and more!
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- Clutches and bags
- Scarves and boots
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SHOP LIKE A CELEBI!
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Email: Rebecca@oldstylehouse.com for all VIP appointments.

Chic Little Devil
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