

GREEN SHEET

Rather GO Green Than BE Green - Now on Recycled Paper

MONDAY JANUARY 28, 2013

Published by: **EXTRA SECRETARY**
(California Market Center)
110 E. 9th Street, Suite B237
Los Angeles, CA 90079
Tel. 213.627.5930, Fax 213.624.9872
www.extrasecretary.com
greensheet@extrasecretary.com
info@extrasecretary.com

C L A S S I F I E D

POSITIONS OFFERED

Btr cntmp distrb & shwrm seeks sales pro w/min 2 yrs whsl exp. Must be a team player, orgnsd & multi tasker. Store Following a plus. Some Trvl Required. Salary + Parking + Perks. Email: info@fashionlink.org

Multi-line accessories showroom looking for **Part Time Sales Assistant**. Please call Mindy Lubell at: 213.624.9566

SALES EXECUTIVE/MERCHANDISING

Well established branded manufacture of better contemporary/missy women's apparel. seeks sales professional to manage all national showrooms, to expand current sales with majors, private labels, catalogs & specialty stores etc. If you are dynamic, energetic, young pro w/positive attitude, computer literate and a team player, please email your resume to: apparelhr@yahoo.com

In-house Sales Rep needed for men's & boy's apparel. Min 2 yrs exp. Must be organized, energetic & outgoing with excellent verbal & written skills. Spanish speaking a plus. Please email your resume to: raminr@urgentgear.com

Seeking entry level sales coordinator for **BedHead Pajamas**. Must be high energy & have a passionate work ethic. Strong written/verbal communication skills, consistent follow up & detailed oriented. Ability to work & coordinate the needs from multiple areas & meet deadlines. You will be working directly with the Sales Manager & Production coordinator daily to assist in sales analysis, production follow up, organization of samples & ordering of fabrics & trims. Excel & Word skills a must. Fashion exp is a plus. Job is located at Venice & La Brea in LA. Contact: wendy@bedheadpjs.com

IN HOUSE SALES

Black Hearts Brigade is looking for an **In-house Sr Sales Person**. Must have current retail contacts in the Young Mens & Womens Markets and requires some road work. Salary + Commission and Health Benefits. Please email resume and salary history to: Danny@blackheartsbrigade.com

YOUR AD HERE

email your ad to: greensheet@extrasecretary.com

S.Y.L.K.

Looking for a FT exp'd **retail buyer**. Must have a min of 3 yrs buying exp in Junior/Young Contemp. Must have multi-store buying exp. Email resume & cover letter to: kelly@syklosangeles.com
No phone calls please.

POSITIONS OFFERED

Chief Financial Officer/Controller

Fast-growing wholesale apparel company is looking for a CFO/Controller. Must have at least 7 yrs exp in accounting, cash flow management, financial reporting, management of account receivables/payables & factoring. Strong background in the apparel industry is important. Exp in establishing controls & asset management procedures for Inventory, Shipping and Fixed Assets required. Please email resume to: sales@bbronson.com



FRESHOLOGY

"A Healthy Gourmet Lifestyle Brand"
(Entry Level Positions Available- FT & PT)
Seeking Articulate, Enthusiastic & Organized
Individuals to Assist In Marketing & PR.

Pay = \$12 per hr.

Please Email Your Resume To:
Rdemann@Freshology.com

Multi-line Shwrm w/ modern lines seeking experienced specialty store seller/ team player/ hard worker with 3+ yrs fashion wholesale exp. Road sales & opening new stores exp. Above average drive/ competitive spirit strong specialty store relationships/ ability to travel.
Email resume & references to: LLL3Lisa@aol.com

FOR SALE

Showroom Closed. All equipment FOR SALE.
High Bar Metal Tables Custom Made from Shelter (4) \$500 ea
Matching High Bar Stools (12) \$50 ea
Matching Show Bars - Free if you buy tables and chairs
Matching Metal Showroom Rolling Racks (5)
3 White Fiberglass Mannequins - \$ 75 each
Black MR16 lamps w bulbs inc. \$ 2 each
Email: Lucinda.showroom@sbcglobal.net

SPECIAL EVENT



This high-energy Broadway musical is based on the 1984 film and features incredible dancing as well as many of the hit songs from the film, including "Almost Paradise," "Let's Hear It For the Boy" and the title song. You'll leave the theatre singing and dancing!

Fri, January 25, 2013- 7:30 pm
Sat, January 26, 2013 - 7:30 pm
Sun, January 27, 2013 - 2:00 pm
Fri, February 1, 2013- 7:30 pm
Sat, February 2, 2013 - 2:00 pm
Sat, February 2, 2013 - 7:30 pm
Sun, February 3, 2013 - 2:00 pm

Location:
Norris Center
for the Performing Arts
Norris Center Dr
Palos Verdes Peninsula, CA
90274
(310) 544-0403

S
E
C
R
E
T
A
R
Y
&
S
H
O
P
S

PHOTOGRAPHY IN THE CMC

Photography by the look not the hour

We professionally photograph using your choice of live models or mannequins.

Photos as low as \$2 per image.

Reserve studio time today.



California Market Center, Suite A780
www.imageego.com | 213.488.2695

JEWISH MINCHA

Jewish Mincha Prayer Service

Monday–Thursday 3:30 pm
For more info call Rabbi Levin:
323.252.3159

SERVICES

COMPUTER | COPIERS | PRINTERS | FAX
Repair Service

STEVE HWANG 213.388.7575

M A T R I X



Mammoth Drinking Water
Servicing downtown LA area.
Call 877.626.6084 for more information.

INSURANCE SERVICES

LIFE & HEALTH INSURANCE

Contact Ludgate Insurance to get the best premiums possible.

LG phone: 818.312.3165
email: ludins@aol.com

COMPUTER SERVICES

Affordable same day, On-Site
Computer Repair & Maintenance
112 W. 9th Street Suite 1115
Los Angeles, CA 90015
Ph: 213-430-9100
www.protech-computers.com



SHOPS & SERVICES

ACME DISPLAY FIXTURE CO.
-Salesman's equipment, mannequins/form,
raw steel fixtures, etc.
B-282.....213.477.7175

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

DENTAL OFFICE
Dr. Jay Khorsandi D.D.S.
B-225.....213.623.1129

**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
Email: ludins@aol.com or 818.312.3165

SCOTT THALER ASSOCIATES
Exec. Search Firm Specializing in Fash. & Retail Ind.
.....714.227.3458
Email.....bthaler@scott-thaler.com

TONY SHOE REPAIR
Shoe, Boot, Handbag
Repair & Key maker.
**Suite B211,
213.622.7463**

JANUARY 2013 MARKET DATES

JAN/FEB 2013 Market Dates:

CALA San Francisco
Monday 2/4 - Tuesday 2/5

Fashion Week
Thursday 2/7 - Thursday 2/14

Project Las Vegas
Tuesday 2/19 - Thursday 2/21

Coterie New York
Sunday 2/24 - Tuesday 2/26

CONNECT WITH EXTRA SECRETARY

GET CONNECTED WITH EXTRA SECRETARY
AND THE GREEN SHEET add us as a
friend on FACEBOOK, and review us
on YELP!

ADD EXTRA SECRETARY
AKA THE GREEN SHEET ON

..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.

OFFICE SUPPLIES FOR SALE

GET YOUR SUPPLIES HERE

convenient & affordable

NEW SUPPLIES - flash drives, cds,
batteries, labels, glue, highlighters, rubber
bands, shipping tape, dividers, stickers,
folders, sheet protectors, envelopes etc.



Extra Secretary
in the cmc B237
p. 213.627.5930