

GREEN SHEET

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

MONDAY OCTOBER 6, 2014

CLASSIFIED

POSITION OFFERED

PATTERN MAKER'S ASSISTANT POSITION

Must be detail oriented, proficient in MS Office & have some exp and/or knowledge of garment construction, specs & measurements. Will handle many PP & TOP samples. Some other duties include, but not limited to: cutting, finishing samples from time to time & clerical duties as well. Some Pattern Making exp is a plus.

Email your resume to: Hiromi Woo at:
hiromi@novemberdesigngroup.com

Store Account Executive

Busy contemporary company with established accounts looking for experienced specialty store account executive to work in house. Must be able to close business over the phone. Heavy travel and show schedule salary, commission & benefits. Email: recruiting_t@yahoo.com

Assistant Development/ Graphics Coordinator – Entry Level

Children's Apparel
Photoshop/Illustrator • Basic Sewing Knowledge
Resumes: joe@citythreads.com

Assistant Production Coordinator – Entry Level

Children's Apparel
Computer Savvy/Data Accuracy
Basic Fashion Knowledge
Resumes: joe@citythreads.com

●59

SALES ASSISTANT

RESPONSIBILITIES:

- Work directly with customers & assist with sales during market appointments
 - Research, assess & contact potential accounts & territories
 - Process purchase orders
 - Maintain all aspects of sales orders - order entry & all follow up
 - Own & manage all tradeshow set up - includes sample shipment, scheduling appointments & assisting in show follow up
 - Own & manage all samples in showroom (track & organize)
 - Assist sales reps with daily needs and activities
 - Visit stores as requested
 - General administrative duties
- ##### QUALIFICATIONS:
- Bachelor's degree in Fashion, Business, or Marketing
 - 1 year relevant experience
 - Genuine interest in a long term career in wholesale sales
 - Active lifestyle
 - Highly organized and detail oriented
 - Excellent interpersonal, verbal, written & analytical skills
 - Ability to manage multiple projects w/ competing priorities
 - Strong administrative support skills including exp with Microsoft Office - Work, Excel, Outlook, PowerPoint
- Email resume to: cindy@plits59.com

REP WANTED

Luxury Activewear Brand Seeks Dynamic Professional

Bombshell Sportswear, one of the fastest growing luxury activewear companies in the industry, is currently seeking **independent reps** to join our fit & sassy family. Known as one of the leading providers in body flattering sportswear tops, bottoms & apparel, Bombshell Sportswear is ready to hire the perfect professional to grow our sexy brand. Direct-to-buyer wholesale exp & trade show savvy with clothing boutiques, specialty stores, fitness studios & high end gyms with retail a must. Road warriors are an added bonus so show us your stuff, expense package offered for the right rep. If you have a strong passion for fitness & excellent communication skills, if you think and sleep activewear fashion & you want to be a part of something spectacular, then Bombshell Sportswear is where you want to be.

Compensation depending on exp. Base salary plus commissions. Email your resume or CV to: careers@bombshellsportswear.com EOE.

IRI ZICDA a new Junior knit tops, shorts, dresses & skirts collection, is seeking a high powered junior showroom, to represent our exclusive jacquard fashion knits. We're a factory direct company from China. Contact; Hap Klepper for more information. hap@beautifulgiantusa.com 818-445-9895



Innovative Swimwear & Activewear Line based in CA is seeking an **INDEPENDENT SALES REP** with at least 2-4 years of experience. Must have current Major & Boutique retail accounts and be familiar with the Swim & Activewear market. Please email your resume to: sales@au-ora.com

SITUATION WANTED

Project Designer/ Showroom Sales

Experienced Designer with fabulous color sense & technical skills. Extremely reliable. Create line sheets, spec sheets, tech packs, recolor & design from home. Then deliver. Can work market or by appointment for you. Seasoned professional-Women's, Children's, Activewear.
Call Juliette: 512-426-0260. (located in L.A. area)-with experience in New York, L.A. & the U.K.

FOR SALE

Office furniture for sale. Desks, racks, tables, chairs etc. All must go. Suite A743. Contact Becky: 213.622.1257 becky@mns-global.com



C L A S S I F I E D

SUN STATE TRADE SHOW LLC



SUN STATE TRADE SHOWS LLC
NOW TAKING APPLICATIONS

ARIZONA APPAREL, ACCESSORIES,
SHOE, & GIFT SHOW

September 28, 29, 30 & 2014
Phoenix Convention Center

www.arizonaapparelshow.com
info@arizonaapparelshow.com

SAN DIEGO APPAREL, ACCESSORIES,
SHOE, & GIFT SHOW

October 6 & 7, 2014
Town & Country Resort & Convention Center

www.sandiegoapparelshow.com
chinds@sandiegoapparelshow.com

We invite you to join us at both shows or the one that fits your needs. These two shows are open booth shows with moderate booth fees, that the customers love! We hold 4 shows in Arizona and 2 shows in San Diego a year. Visit each show web site for more information. You will be able to find the show's application on line, with all the information for that show. Questions, contact us by email or phone at 805.987.9928

ADOBE FOR FASHION



adobefor**fashion.com**

The Ultimate Fashion Industry Resource for CAD

Expert Illustrator & Photoshop training
for Fashion Professionals

TECHNICAL FLATS • TEXTILE DESIGN • EFFICIENCY

Individual & Group Instruction

Robin@adobefor**fashion.com**
Robin Schneider 818 621-4751

LINES WANTED

Exp'd **sales professional** in the contemporary market with a strong account base, Excellent track record, travels to all shows & extensive road work, seeks established mfg.
Email: info@extrasecretary.com
Subject: Green Sheet Ad

SITUATION WANTED

Dynamic, experienced sales professional desires full time position in Apparel or Gifts. Eager to expand trade show & specialty store business. Ready to work Markets as well.
Call Gina: 310-266-8950
Email: gvenice1@hotmail.com

PHOTOGRAPHY IN THE CMC

Product Photography
Line Sheet Design
Web Design
Graphic Design

Visit our new studio at the CMC.
Photography by the look not the hour.
Affordably priced. Quick turn-around.

imageego
California Market Center, Suite B274
www.imageego.com | 213.488.2695



HAIR ETCETRA



**DREAM
VOLUME**

Body & volume
for fine hair.

Gentle & natural ~
with high quality
thickenings from
hand selected real
hair.

Call Connie for a
free consultation
appointment:
213.622.8138

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
Email: ludins@aol.com or 818.312.3165

OMID Travel & Tours
Travel Agency
B209.....213.629.6646

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

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

MONA TAILOR
Men & Womne Alterations
CMC Olympic Bridgeway CGA11
213.746.3340

TONY SHOE REPAIR
Shoe, Boot, Handbag
Repair & Key maker.
Suite B211,
213.407.3199

S
E
R
V
I
C
E
S
&
S
H
O
P
S