jazzercise®

Associate Buyer

Jazzercise, Inc. is seeking an Associate Buyer to join our Jazzercise Apparel division. This fashion-forward fitness line includes custom in-house designs and purchases from top active wear manufacturers. The Associate Buyer is a full-time position in our Carlsbad, California headquarters. The dynamic role is responsible for executing each step required to source, develop, deliver and control inventory in order to meet or exceed financial goals.

Responsibilities:

- Assist with business analysis, product research and development, as well as buying decisions
- Maintain bi-monthly recaps, analyze sales trend and inventory levels, place orders
- Monitor shipping, delivery, receiving and quality control
- Maintain internal SKU's and purchase order management
- Manage catalog copy, editing, press checks, color correction, re-touching, and current mailing lists
- Maintain expense logs and ensure accurate invoicing
- Assist with ecommerce content
- Coordinate apparel and accessories for photo and video shoots
- Conduct seasonal merchandise meetings for internal support team
- Assist in the planning and execution of corporate events

Qualifications:

- Bachelor's degree is required
- 2+ years of professional and progressive merchandising
- Accuracy, attention to detail, ability to multi-task and complete all work within given deadlines is required
- Strong analytical problem solving skills
- Advanced knowledge of Microsoft Office, specifically Excel

Join the world leader in dance fitness. We are a thriving corporation with over 40 years as a leader in the fitness industry. Jazzercise has over 8,000 franchised instructors worldwide. We are a multi-division company that includes Jazzercise Apparel, a complete line of fitness apparel, and JM DigitalWorks, an award-winning video production company.

The employee benefits package Jazzercise, Inc. provides is unparalleled and includes medical/dental/vision insurance options, as well as 401(k) and Profit Sharing. To learn more about Jazzercise, visit us at www.Jazzercise.com**.**

Interested applicants submit your resume and cover letter to: hr@jazzercise.com. Jazzercise is an Equal Opportunity Employer.