

CHOKO AUTHENTIC APPAREL PRODUCT DEVELOPMENT ASSISTANT

We are a 36-year-old Canadian owned and operated company who design, develop, and manufacture our own apparel and accessories, bringing to the market unique, one-of-a-kind products.

We are looking for a creative individual with a strong level of commitment to assist our Product Development team.

Responsibilities

- Assist with preparation of product pitches for sales, marketing, and seasonal catalogues
- Creation of sublimation print files
- Assist with fit comments, suggesting possible pattern adjustments
- Work with graphic design and marketing team on catalogue and price list proofing
- Maintain organized, well labelled files and documents
- Assist with concepts for packaging, labels, and hang tags
- Research and source new ideas for product lines and stay up-to-date with market trends and new developments
- Other duties as assigned

Qualifications

- Post-secondary degree or certificate or equivalent experience; Education in fashion or garment construction would be an asset
- Proficient in Microsoft Excel, Word, and Outlook
- Strong communication and interpersonal skills
- Ability to think creatively
- Highly attentive to detail
- Strong ability to prioritize tasks, managing multiple projects at once and adhering to deadlines
- A valid driver's license with access to a vehicle for daily commute to Uxbridge/Stouffville