

Salary tables

Sourcing

Job Title	Average Monthly Income (HK\$)	Entry Requirements	General Job Functions
Sourcing Director	80K+	Education: Degree Experience: over 15 yrs Knowledge: Technical skill / Product knowledge Language(s): Cantonese, English & Putonghua Personality: Mature and aggressive Others: People management, market sense	<ul style="list-style-type: none"> • Business strategy planning • Budgeting and cost control • Sales planning • Resource allocation • Compliance audit
Sourcing Manager	28-40K	Education: Degree preferred Experience: over 10 yrs Knowledge: Technical skill / Product knowledge Language(s): Cantonese, English & Putonghua Personality: Mature, flexible and aggressive Others: People management, market sense, knowledge of quality control	<ul style="list-style-type: none"> • Cost control • Sales planning • Factory evaluation • Handle supply chain • Source products and suppliers
Assistant Sourcing Manager	25-30K	Education: Degree or diploma Experience: 8-10 yrs Knowledge: Technical skill / Product knowledge Language(s): Cantonese, English & Putonghua Personality: Mature, flexible and outgoing Others: People management, market sense, knowledge of quality control	<ul style="list-style-type: none"> • Source products and suppliers • Lead a team • Coordinate with suppliers • Understand clients' demands • Work with designers and merchandisers • Assist manager with factory evaluations
Sourcing Supervisor	20-28K	Education: Diploma or above Experience: 5-8 yrs Knowledge: Technical skill / Product knowledge Language(s): Cantonese, English & Putonghua Personality: Mature, flexible and outgoing Others: People management, market sense, knowledge of quality control	<ul style="list-style-type: none"> • Sourcing products and suppliers • Handle supplier matrix • Coordinate with suppliers • Understand clients' demands • Quality control • Work with designers and merchandisers
Sourcing Executive	15-20K	Education: Diploma Experience: 3 yrs Knowledge: Technical skill/ Product knowledge Language(s): Cantonese, English & Putonghua Personality: Cheerful, flexible and outgoing Others: Market sense, knowledge of quality control	<ul style="list-style-type: none"> • Coordinate and communicate with suppliers • Contact sourcing network • Understand clients' demands • Work with designers and merchandisers

Information provided by Levin Human Resources Development Limited

Merchandising

Job Title	Average Monthly Income (HK\$)	Entry Requirements	General Job Functions
Merchandising Director	70-100K	Education: Degree or above Experience: over 10 years Knowledge: Strong team leadership skills; wide geographical sourcing experience Language(s): Excellent command of English, Cantonese and Mandarin Personality: A good team leader with strong communication and negotiation skills. Highly motivated with the ability to perform in a fast-paced environment.	<ul style="list-style-type: none"> • Department or division head • Overall responsibility for merchandising department from client enquiries to shipment of goods • Manage and develop the brand merchandising team to support supply chain strategy • Establish and develop appropriate relationships with vendors • Provide market intelligence for head office in the areas of sourcing, technology and competitor activities • Role only seen in big company • Regional decision making
Merchandising Manager	30-60K	Education: Degree or diploma Experience: 10-15 years Knowledge: General managerial skills Language(s): Excellent command of English and Cantonese, Mandarin an advantage Personality: Strong negotiation and communication skills, results-oriented, showing initiative, hardworking, responsible and independent	<ul style="list-style-type: none"> • Department head • Overall responsibility for merchandising department from initial client enquiries to shipment of goods <p>More people management, involved in deciding company direction, planning, decision making, supervising; less sourcing</p>
Senior Merchandiser	18-25K	Education: Degree or diploma Experience: 5-10 years Knowledge: Hands-on PC skills, proficiency in MS Office Language(s): Excellent command of English and Cantonese, Mandarin an advantage Personality: Strong negotiation and communication skills, results-oriented, showing initiative, hardworking, responsible and independent	<ul style="list-style-type: none"> • Supervises team of merchandisers/ assistant merchandisers • Liaison with clients, sourcing of products, price negotiations with suppliers, checks pre-production samples and production follow-up • Liaison with QC teams <p>More experience, at least 10 yrs; focus on market trends, skilled in negotiation</p>
Merchandiser	13-18K	Education: Degree or diploma Experience: 2-5 years in relevant industries Knowledge: Hands-on PC skills, proficiency in MS Office Language(s): Good English and Cantonese, Mandarin an advantage Personality: Results-oriented, showing initiative, hardworking, responsible and independent. Able and willing to work under pressure and to face challenges	<ul style="list-style-type: none"> • Liaison with clients, sourcing of products, price negotiations with suppliers, production follow-up, quality inspections <p>More independent than assistant, must deal with quotations, negotiate with clients</p>
Merchandising Assistant	10-13K	Education: F.5 or above Experience: 1-2 years in relevant industries preferred Knowledge: Hands-on PC skills Language(s): Competent English and Cantonese required Personality: Highly motivated, good interpersonal skills	<ul style="list-style-type: none"> • Production follow-up, quality inspections, special promotions • Must do paperwork, know measurement skills, have strong fashion sense

Information provided by Adecco Personnel Limited