

# Title : Forecast/Business Analyst

## Reports to:

COO & Procurement Department Director

**Summary of Position Requirements** The primary purpose of this position is to analysis the market trend, competition, back orders, inventory level and business development opportunity to meet the sales needs and financial needs of the company through research, analysis and development.

## Primary Duties and Responsibilities

### Primary Responsibilities:

- Perform market research, competition analysis & develop purchasing strategies
- Analysis on Sales, Back Order & Inventory Level and develop the Templates & the Metrics for Forecasting Needs.
- Analysis the Back Order, Define the Reasons, Innovate the Order & Forecasting Processes and Reduce the Back Orders
- Analyst will locate and perform analysis on market, industry data and sales history.
- Keep knowledge base current with industry trends, market research and analytic tools Perform rigorous analysis.
- Become familiar with internal category data.
- Work with the sales to develop savings hypotheses.
- Develop analysis around hypotheses.
- Build insight from the analysis and provide preliminary findings/recommendations to Sales.
- Findings from one analysis often prompt further analysis and analyst should take the initiative to further the analysis as needed.
- Develops and maintains detailed cost & profit model for the category.
- Develop and maintain data bases on current and future (forecast) internal usage and prices/costs for all items within the assigned categories.
- Identify and recommend cost savings opportunities identified by the analysis of both the internal and market data.
- Complete templates for category strategy review.
- Locates data and completes templates for category strategy review according to pre-set schedule. Communicate information to buyer.
- Analysts spend considerable time in the data and should communicate relevant market data and/or inconsistencies to Sales

## Minimum Requirements:

- Bachelor degree (Finance, Economics or Business Admin preferred).
- Min Five years experience analytic experience (financial, research, consulting).
- MBA Highly Preferred.
- Min level of Understanding in Korean Speaking & Understanding (no writing skill is required in Korean)
- High proficiency in Excel and Access.
- Ability to drive insight from data analysis.
- Hypothesis building, advanced modeling and regression analysis.
- Presentation skills, project management, change management.
- Basic Sense or Ability of Understanding of trendy & fashion business needs.

**Benefits:** Health Insurance. Free Lunch. Paid Vacation & Paid Sick Days. Yearly Result-oriented Incentive.

**FLSA Status: Exempt**

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