



POSITION: **MERCHANDISE ASSISTANT – Bikes**

REPORTS TO: DMM - Bikes

SUPERVISES: None

BRIEF JOB DESCRIPTION:

Gather widespread knowledge of bicycling industry while working together with all areas of the Company – Merchandising, Graphics, Marketing, Internet, Distribution, Customer Service, etc. Provide direct support to the Merchants and the product groups relative to the product selection and development process.

DUTIES:

- Be a contributing partner in the evaluation and selection of new and existing product.
- Manage the product sample process, including photos and testing.
- Integrate with Graphics on catalog layout, design, copywriting, and photography.
- Coordinate item and vendor definition.
- Gather new vendor information, including insurance and return policy information.
- Be the product information resource for internal departments and external customers.
- Price management maintenance, CMS maintenance, Web proofing.
- Develop email and web promotions.
- Work with Product Development to create new and improve existing private label items.
- Under the direction of the Merchant, source, evaluate, negotiate, and price products for assigned categories.
- Assists in monitoring sales and margin.

REQUIREMENTS:

- Thorough knowledge of the bicycling industry and products.
- Prior retail store, retail buying, merchandising, or planning experience preferred.
- Possesses ability to work in dynamic environment with multiple projects, deadlines and types of projects with little supervision.
- PC literate – word processing and spreadsheet.
- Excellent organizational and interpersonal skills.
- Ability to build or aptitude to learn how to build bicycle for photo sample, lift 25 to 50 pounds

Performance Bicycle offers competitive wages, a comprehensive benefits package including a generous employee discount program, and opportunities for advancement. This is a great opportunity for a rewarding career in the cycling industry!

Performance is looking for passionate and enthusiastic individuals to join America's #1 retailer of bicycles, parts, and accessories. If you are interested in joining the best, then take a moment to apply by:

- Emailing your resume to vphr@performanceinc.com or
- logging on to www.Performancebike.com , go to the 'Job Opportunities' page, print out an application form, complete the application form and fax it to Human Resources at 919-942-5431.

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