



Store Planning Manager / 店舗企画マネージャー

Well-known luxury brand

Job Information

Recruiter

Ascent Global Partners K.K.

Job ID

1465398

Industry

Apparel, Fashion

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

8 million yen ~ 9 million yen

Refreshed

June 27th, 2024 03:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

KEY MISSION

- Responsible of the entire process of store planning work for new and renewed store opening, to ensure all stores are brand enhancing and meet the demand to drive the business.
- Monitor work status, timing respect, budget and quality, providing accurate information at the design stage and acquiring in depth technical knowledge such as local norms of particular requirements of the market of reference.
- Take the lead on developing specified materials and fixtures, in order to localize the requested design elements by HQ for local execution.

MAIN RESPONSIBILITIES

- Manage store opening/renewal projects from planning of timeline to layout coordination following HQ design, and communicate internally and externally from approval to execution, including negotiations with department stores.
- Control relevant vendors and contractors on the process and implementation to ensure cost is under control.
- Pursue projects and developments in budget, following each capex and cost related to stores in collaboration with

Retail and Finance team.

- Manage all procurement work and delivery, to be on time for new/renewal openings
 - Report and communicate frequently with HQ Architecture department
 - Take the lead on organizing and managing local development of HQ specified design materials and fixtures for all new / renewal opening projects, with outside local architects, contractors and suppliers, and to commonly share within the team
 - Report and communicate well within Store Planning team, to smoothly pursue the projects.
 - Coordinate and facilitate any other planning works related to space (ie : office move).
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Required Skills

REQUIRED EXPERIENCE, KNOWLEDGE, SKILLS

- University degree
 - Native level of Japanese & English proficiency is mandatory
 - 5-8 years' experience in retail store planning, design or architectural firm, interior design, construction company, or execution position at store planning / architecture for luxury brand
 - Detailed knowledge and understanding on the business of department stores and events outside store
 - PCs: Word, Excel, PowerPoint, Adobe Illustrator, and CAD
 - Project management and planning techniques.
 - Negotiation skill
 - Strong communication skill
 - Passionate in Retail industry
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Company Description