



POSITION DESCRIPTION

POSITION TITLE : Fashion Designer/K3017

DEPARTMENT : Product

CLASSIFICATION APPROVED BY : HRD

REPORTING RELATIONSHIPS

POSITION REPORTS TO : Design Manager

POSITIONS SUPERVISED : None

POSITION PURPOSE

Designers may be responsible for a number of tasks, including researching fashion trends and staying current on contemporary styles; creating sketches and prototypes; choosing materials; performing business administration tasks; marketing products; and supervising or working with design team members.

ESSENTIAL FUNCTIONS AND BASIC DUTIES

- Study trend forecast per season
- Create mood boards for seasonal collections
- Design collections for underwear, nightwear, and accessories
- Design fabric prints, embroideries and graphics per zone as required
- Coordinate suitable fabrications, trims and accessories
- Create flat sketches for all designs
- Work closely with the Garment Technologist to achieve good fit and good quality product
- Meet strict handover deadlines to ensure deliveries and launches are on time each season
- Study the best sellers and the worst sellers and incorporated the best selling items every season
- Stay updated and aware of current fashion events and developments.
- Visit textile showrooms to keep up-to-date on the latest fabrics.
- Coordinate and work closely with other designers to ensure that all elements of the design process are completed in accordance with the seasonal CPA
- Develop design mood boards for all projects in conjunction with design team
- Work with Merchandise Planning and Buying teams to establish the appropriate options per collection
- Provide comprehensive design briefs to external designers where applicable
- Ensure the incorporation of current trends to create fashionable styles for each seasons
- Develop seasonal collections and input on the collections developed by the design team
- Ensure that accurate AutoCAD designs and flat sketches are provided to the technical team
- Oversee the handover process from design to the technical team
- Follow up with fabric and trim suppliers and ensure that a current database is maintained

PERSONAL CHARACTERISTICS:

- Innovative
- Self motivated
- Efficient
- Detail Oriented

PERFORMANCE MEASUREMENTS

- Ensure all product design projects are delivered on time and up to standard
- Ensure all marketing design projects are delivered on time and up to standard



QUALIFICATIONS\REQUIREMENTS:

- University degree or the equivalent in fashion design
- 3-4 years fashion design experience
- Excellent English –spoken and written
- Excellent knowledge of current design software (e.g.: Adobe Photoshop, Adobe Illustrator, CorelDraw, AutoCAD)

COMPETENCY REQUIREMENTS

The following are the key competencies that will be required to complete this job effectively. Along side each competency is the Level at which it is expected to be demonstrated

(Refer to KOJ Competency Dictionary for a detailed breakdown of your competency requirements)

- | | |
|--------------------------------------|-----|
| • Drive for results | - 2 |
| • Problem Solving | - 2 |
| • Creativity | - 3 |
| • Priority Setting / Time Management | - 2 |
| • Job Knowledge | - 3 |
| • Valuing Diversity | - 2 |

Department Head:

Employee: