

## **Promotional Products Program Manager**

We are seeking a creative digitally-savvy individual with a strong background in the Promotional Products Industry to assist with and manage merchandise programs and vendor relations.

Our company, Norscot Group, Inc., was founded in 1970 and is privately held, with headquarters in Mequon, Wisconsin. We are a recognized leader in the development of licensed turnkey marketing and fulfillment programs to promote brand identity and awareness.

Our team needs a professional who can work closely with the VP of Merchandising/Purchasing to merchandise and manage webstore and print catalog programs.

### **Responsibilities**

- Identify merchandise program products that are innovative, desirable and profitable
- Partner with vendors to gather product data and negotiate beneficial pricing
- Oversee the implementation of product data
- Provide necessary support for webstore or order processing functionality
- Ability to analyze and evaluate SKU and vendor performance
- Creative input for webstore, e-commerce and print marketing materials

### **Requirements**

- Promotional Products industry and product selection experience
- Familiarity with industry trade and websites, such as ASI, PPAI, SAGE, ESP
- Strong vendor management and negotiation skills
- Product procurement and pricing know-how
- Rigorous attention to detail in regards to product specs, branding and safety standards
- Proven ability to work independently and collaboratively
- Excellent organizational and time management skills
- Strong communication and presentation skills
- Proficient computer skills in MS Office and experience with NetSuite or similar ERP software
- Bachelor's degree

### **Bonus**

- Understanding of and implementation of order logistics
- A background in web and print catalog data management
- Understanding of business marketing concepts
- Foundational understanding of e-commerce concepts such as how product data can impact conversion rates

Salary range is \$45-55k + benefits.

