

ZOAJE

Business Development and Operations Internship

Zoaje is a French brand of dainty handmade jewelry created by a French couple living in Shanghai: Camille and Clément. They carefully choose unique raw materials, design and create every piece by themselves.



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The brand concept is around traveling, reflecting the wanderlust of the founders. Each set of jewelry has, as a reference, the name of a country. The creations are made with semi-precious gemstones coming from different places around the world such as Labradorite, Moonstones, Lapis Lazuli, Amazonite and white Turquoise just to name a few. The brand aims to provide high-quality pieces that are timeless by both their design and their quality. Thanks to the materials used -14k solid gold, 14k gold filled and 925 Sterling silver- Zoaje creations are made for daily wear and to resist our busy modern life.

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You love fashion and you're looking for an internship within a dynamic team in the heart of Shanghai?
... This job is for you!

MISSIONS:

- Following up on daily business activity (updating sales reports and purchases lists, organizing shop refills and inventories...)
- Searching and contacting concept stores in France, Europe, and Asia to start collaborating with them
- Organizing photo shootings (mood boards, finding outfits for models, shooting location...)
- Taking care of the online platforms' customer service
- Updating company's sales content (price list, prospection email templates, brand presentation...)
- Handling current wholesale clients and helping with re-orders and deliveries.

REQUIREMENTS:

The ideal candidate:

- Curious, thorough, organized and independent
- Should not be scared of multi-tasking
- Fluent in English (Chinese is a plus)
- Interested in fashion & accessory industries
- Good writing skills
- Good excel skills
- Bachelor or above required

STARTING: June/July 2019

COMPENSATION: Paid internship – salary to be negotiated

POSITION DURATION: 6 months to 1 year

More information about our brand at www.zoaje.com

Contact: jobs@zoaje.com or via Wechat

Contact us on wechat

