# Buyer Resume 服装导购英文简历写作

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*position as men\'s apparel buyer for a major department store.ACCOMPLISHMENTSAssisted buyers in selection of merchandise....*

position as men\'s apparel buyer for a major department store.ACCOMPLISHMENTS

Assisted buyers in selection of merchandise.

Created promotional concepts.

Prepared orders, budgets, and inventories.

Purchased and maintained inventory for a $12M company.

Designed newspaper and radio advertisements.

EXPERIENCEJones\' Department Stores, Washington, D.C.

Assistant Buyer, 1997 - Present

Assisted in purchases of men\'s wear sold in men\'s departments at 40stores nationwide, with yearly annual sales exceeding $3M. Assisted indrafting of budgets, problem solving for inspanidual branches, anddeveloping new merchandising concepts. Analyzed sales and planned keypromotional events. The Athlete\'s Source, Richmond, VA

Assistant Buyer, 1993 - 1997

Compiled and maintained records of items purchased or transferredbetween departments. Interviewed suppliers to obtain price andspecification information. Prepared and sent purchase orders,communicated with vendors to Ensure the availability and delivery datesof goods. Worked with the head buyer to develop new concepts andmerchandising ideas. EDUCATION

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