

TOMY International, Inc.

POSITION DESCRIPTION

JOB TITLE: Sales Analyst
EFFECTIVE DATE: October 2017
DEPARTMENT: Sales Support Team

OVERALL SUMMARY:

As a member of the sales team, you will analyze retail business to provide support and further understanding of current trends and needed changes. Travel required.

JOB DUTIES AND RESPONSIBILITIES:

- Retail partner communication:
 - Engage and maintain relationship with retail partners and other business stakeholders to understand specific opportunities and concerns
 - Meet with account replenishment as needed, minimum of once per quarter
 - Clearly communicate ordering recommendations based on analysis and research
 - Advise on inventory issues, partial shipments and backorder status
- Evaluate and update the 12 month rolling forecast:
 - Utilizing account knowledge of shipment history, POS trends, product availability, and retailer feedback, develop or adjust shipment forecasts for each planned item
 - Monitor account adds and drops and adjust forecast accordingly
 - Submit SEWS on a timely basis
- Timely download and formatting of weekly reports:
 - Retrieve and format data
 - Work with sales management to explain sales, variances and trends versus prior year and budget, margins, inventory, in-stocks, on order and projected sales
- Provide account POS data:
 - Gather and compile raw data into a format that allows effective analysis and interpretation
 - Successfully communicate the data presented for corporate review

KNOWLEDGE / EDUCATION

- Strong analytical skills with attention to detail
- Ability to learn new software and applications independently
- Bachelor's degree with 2 years' experience in business or sales analysis
- Ability to set priorities and meet deadlines in a fast-paced and changing environment
- Retail merchandising and replenishment techniques
- Computer application skills (Advanced proficiency in MS Excel, database and query systems, etc.)

We offer a competitive salary and benefits package. If interested and qualified, please submit your resume and cover letter, with salary requirement, to hr@tomy.com.

DISCLAIMER: The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as comprehensive inventory of all duties, responsibilities and qualifications of employees assigned to this classification.