**E-COMMERCE EXCUTIVE**

(Job Description)

Report to Senior Marketing

**Responsibilities:**

1. **Commercial:**

-Develop plans to increase sales, drive conversion rate of our products such as price optimization, coupons, and deals & visibility.

-Analyze all platform data including GMV, conversion rate, page views, pricing, etc, to evaluate the shop status & propose plans for improvement.

1. **Stock Management:**

- Working with the warehouse team to check the current stock status and keep product performance on-site well on each channel.

- Review stock on e-commerce channels every week and forecast stock for next plan

- Keep following with CS team to ensure the performance of CS on each platform

- Check the data & work with CS team to improve the performance

1. **Manage onsite Marketing activities:**

- Work with brand team to prepare the newsfeed plan

- Upload & track the newsfeed performance

- Manage all other MKT onsite activities: paid ads, affiliate

- Track & analyze all MKT onsite activities to improve the performance.

- Check & propose for Brand team new MKT activities onsite.

**Job Requirement:**

- College/University degree is a must.

- At least 1+ year experience in the E-commerce industry.

- Proficiency in Photoshop, Illustrator, or other design tools.

- Computing: MS Office tools (especially Excel).

- Understanding about Ecommerce system: Lazada, tiki, shopee, sendo,…

- Ability to start working immediately is a big plus.

Send email to apply job: **hienTN@acehomecenter.vn**