

Burlington

GROW WITH US

ASSISTANT BUYER DEVELOPMENT PROGRAM

Serious about a career in retail? Bring your passion for fashion to Burlington by entering our Assistant Buyer Development Program. If you love working in an environment where no two days are the same and competition to win is what drives you, consider joining one of the largest off price retailers of apparel and home furnishings in the nation. Our buying and planning and allocation teams work hard to ensure we always have a large selection of quality name brand merchandise at huge savings ready for our customers. Whether its coats, clothing and shoes for the entire family, fashionable accessories, home decor, and everything for baby, we are always out looking to make the deal that will bring great value to our customers. With 560 plus stores, an E-commerce site and 30,000 associates, and growing, we're always looking for talent that can drive results. Corporate positions are located in our Corporate offices in Florence, New Jersey, located between Philadelphia, Pennsylvania and Princeton, New Jersey.

As you begin your journey as an Assistant Buyer, you will start by going through a hands-on 12-week on-boarding program where you will be trained on the off-price model, technical skills and be exposed to all the resources available to ensure you are successful once placed. You will be assigned a mentor to help you along the way. Training includes shadowing buying teams both in the market and in the office, interaction with senior leadership and classroom and on-line courses. You will also learn about cross functional areas, e.g. Planning & Allocation, Supply Chain, etc. that make an impact on your business. At the conclusion you are placed in a business area where you will be part of the team that contributes significantly to the achievement of sales and gross margin. Our Merchandising career path is clearly defined and you can look forward to exciting growth opportunities as you develop your merchant skills.

Assistant Buyer

Associate Buyer

Buyer

Senior Buyer

Merchandise Manager

Divisional Merchandise Manager/VP

Duties may include:

- ▣ Select and procure merchandise in conjunction with Buyer in the assigned area of responsibility
- ▣ Provide operational support to Buyers
- ▣ Attend market visits to select and negotiate product that meets the customer's needs and is priced competitively.
- ▣ Independently build vendor relationships. Establish a positive relationship in order to effectively influence vendors. This includes heavy interaction with vendors to solve problems and follow-up
- ▣ Analyze business, including selling reports; to provide recommendations to the buyer
- ▣ Maintain planned receipt flow on a consistent basis and track when merchandise is being received
- ▣ Use judgment to make flow issue call outs to buyer when needed
- ▣ Ensure adherence to scheduled shipping windows and negotiate late shipping discounts
- ▣ Other projects as assigned

Qualifications:

- ▣ Bachelor's Degree
- ▣ Experience (including internship) working in retail
- ▣ Strong communication and presentation skills
- ▣ Ability to prioritize workload
- ▣ Ability to build long-term relationships
- ▣ Strong math skills with ability to analyze statistics
- ▣ MS Word and Excel experience
- ▣ Strong problem solving and follow-up skills

Our ideal candidates will be self-motivated, team players, who have the desire to succeed. We are a caring company that is committed to providing a supportive environment that values trust and respect. We offer a competitive wage and benefits package that includes medical, dental, vision care, generous paid time off, an associate discount, and a company matched 401(k) to name a few.

Thank you for taking the time to speak with us and learn more about the exciting opportunities Burlington Stores has to offer. We encourage you to visit our career website, www.burlingtonstores.jobs. After applying online, all qualified candidates will be contacted for interviews.

Burlington Stores Inc. is an equal opportunity employer committed to workplace diversity.

www.BurlingtonStores.JOBS