

APPAREL PRODUCT MANAGER

Boston, MA - Full-time

As Product Manager you will play an integral part in bringing our product to life and establishing processes and workflow within the Design Team. You will report to the Head of Technical Design and works with Design Team, Marketing team, and Production Manager (based in China) to take our product line from the conception through to delivery at our warehouse.

DUTIES + RESPONSIBILITIES

- Work with CEO and Head of Technical Design to create a comprehensive production schedule at the beginning of the season
- Create & maintain “Brass Fabric Library” and provide to Design Team before design process starts.
- Keep in constant contact with foreign & domestic manufacturers to follow up on all aspects of product.
- Work with Design team to approve trims and organize all by season or project.
- Track all fit samples, photo samples, and other samples according to the timeline needed. Create spreadsheets for fit, photo and other samples and follow up on status with vendors.
- Coordinate with fabric suppliers and factories to develop fabric qualities, colors, and prints.
- Track bulk dips, lab dips, and strike offs and mill communication as well as processes and approvals.
- Knowledge of fabric costing, development, printing, testing, finishing performance is a plus.
- Product Manager will monitor:
 - Fabric sourcing process and schedule
 - Fit sampling schedule
 - Sample delivery for fits and photo shoots
 - Fabric and garment testing
 - Production timeline
 - Delivery to the warehouse
 - PO and payment schedule
- Create & maintain comprehensive Production Calendar so entire team has up to date visibility into process.
- Communicate with Production Manager in China daily to ensure production calendar is upheld and on-time delivery of the highest quality product is guaranteed.
- Assist Buying Team by populating order spreadsheets with historical data to determine proper sizing breakdowns by style.

QUALIFICATIONS

- Extremely detail oriented with strong follow through
- Ability to organize and prioritize multiple projects in a fluid environment.
- Highly effective written and verbal communication skills. Ability to work fluidly in spreadsheets.
- Sense of urgency in time management and task completion.
- Proactive problem solving.
- Must have a bachelor degree in fashion design or apparel product or equivalent experience in managing fabrics and product development.
- Understanding of fabric and garment construction.
- Knowledge of production, production timeline, testing, and quality control is a plus

ABOUT BRASS

We are a digitally-native women’s clothing brand that helps women simplify their wardrobes so they can focus on things that really matter. We exist to serve women and create clothing that upholds our product promises.

TO APPLY

Send a cover letter and resume to katie@brassclothing.com.