

christian wijnants

Christian Wijnants is an Antwerp-based designer who graduated from the Royal Academy of Art fashion department in 2000 and started his label in 2003. The womenswear collection is known for its luxurious knitwear and translation into textural prints.

MARKETING, COMMUNICATIONS & SALES INTERN

DUTIES AND RESPONSIBILITIES

- Assisting and supporting the Marketing and Sales team
- Keep sample calendar up-to-date and follow up VIP requests
- Manage press@ email account and handle all inquiries
- Coordinate digital press archive
- Manage sample loans & returns within all departments and external agencies, media outlets, stylists etc
- Prepare weekly/monthly press coverage reports & update media trackers
- Assist the collection photoshoot
- Update the prospect list, and lists related to the communication and promotion of the brand
- Creation and implementation of sales and marketing tools
- Research on competition and new market opportunities
- Manage and update company database, and input information, data, and records
- Digital duties (send out newsletters and digital invitations, update the wholesale and prospects lists, send out orders confirmations, etc.)
- Help with preparations for the Paris showroom
- Set up, break down and maintain the showroom
- Assisting the sales team in Paris during showroom days

REQUIREMENTS

- A school contract is required
- Fluent in English is a requirement
- Preferably a driver's license
- Proficiency in Excel, Outlook, Photoshop and InDesign
- Able to work in a team environment
- Willing to pitch in on a variety of tasks
- Highly motivated, reliable and punctual
- Flexible and adaptable to changing day-to-day tasks that require different responsibilities and skill sets
- Affinity with fashion
- Please note that this is an unpaid internship

OPPORTUNITY

- An educational, interesting and challenging internship with a varied range of duties and responsibilities in a professional environment
- A professional experience in the fashion industry
- An internship with a minimum duration of 3-6 months (starting asap)

Please send your cv, picture included, and cover letter to: sales@christianwijnants.be