



Design/Development Assistant

tasc Performance is looking for a Design/Development Assistant with a strong work ethic, desire to learn, and eagerness to help grow the brand. This is an entry level position, in which you will be a part of the Product team, assisting in all aspects of the Apparel Creation process. You will need to stay current on industry trends and be able to identify and translate these to work within the seasonal collections while maintaining brand identity and integrity. The ideal candidate is a detail-oriented and highly motivated individual who welcomes the opportunity to work as part of a collaborative team and embrace change as the brand grows and develops.

What you will do:

- Participate in all design and development meetings and discussions, taking detailed notes for follow up reference
- Update and maintain current seasonal color CADs after every review
- Trim development and communication with trim vendors
- Creating and tracking Lab dip requests
- Tracking and approving print development
- Assist with logo mockups for major accounts
- Participate in graphic and accessory design and development
- Track seasonal sample orders and maintain communication with vendors through sample process
- Attend photo shoot planning sessions and shoots as needed for product-focused point of view
- Build positive, collaborative relationships across internal departments
- Be a team player willing to jump in and assist on any and all company projects

Requirements/Skills:

- Bachelor's Degree required, concentration in an apparel-related field
- Detail oriented with creative problem-solving abilities. Desire to take on challenges and find appropriate, executable solutions.
- Flexibility to innovate and take direction according to needs of the business.
- Ability to work under pressure and manage time accordingly in an environment of constantly shifting priorities and deadlines. Set and maintain project deadlines, often requiring relentless follow-up with outside vendors.
- Ability to negotiate with vendors while maintaining sensitivity to different cultures, customs, and business practices.
- Self-motivation with a strong sense of personal accountability.

- Excellent interpersonal skills supporting a team environment and cultivating external vendor relationships.
- Understanding of the modern, active lifestyle and the need for cross-functional apparel in everyday life.
- High taste level with a strong eye for color and detail.
- Strong knowledge of Microsoft Office and Creative Cloud Suite

This is a full-time position, located in our New Orleans office.