



## eCommerce Planning Analyst(SYS-17610)

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| <b>Published Role Title</b> | <b>e-Commerce Planning Analyst</b> |
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| <b>Location</b> | <b>Waltham</b> |
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| <b>Salary &amp; Benefits</b> | <b>Grade 3</b> |
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**Job Advert Description** The Ecommerce Demand Planning Analyst drives online business using trends, analysis, and insights to produce a highly accurate demand plan. This plan delivers in season financial targets (and upsides) and ensures drop ship feeds are setup to align with the demand plan. This position ensures the right inventory at the right time.

### **Responsibilities:**

- Create accurate demand plans based on insights, trends, selling data and missed demand analysis.
- Ensure the right inventory flows by month and style to maximize business.
- Create optimal customer specific drop ship assortments and ensure feeds are setup that match assortments and tie to demand plans.
- Leverage analysis and insights from digital shelf to improve the demand signal.
- Analyze star ratings on products, out of stocks, price changes, availability and market share.
- Create operational forecasts for the DC on weekly volume and with special attention given to peak selling times like Cyber Monday, Amazon Prime and Holiday.
- Ensure high accuracy to assist DC with labor planning.
- Generate major drop ship reporting for the organization to include performance vs. plan, top sellers, hindsight analysis and go forward projections.
- Keep the organization informed as to all major developments within channel.
- Transfer inventory between divisions to capture lost sales.
- Also create booster orders for customer specific opportunities in season.
- Managing all in season issues to include feed problems, price problems, opportunities to add to feeds, site outages and more.

- Ad hoc requests for the field and special projects.

**Skills and Experience:**

- Experience in digital shopping/ecommerce field Analytical or technical accomplishments
- Must be fluent in the online landscape as both a shopper and merchant
- Must be skilled user of Microsoft Office, Specifically Excel Comfortable learning and leveraging new software and portals
- Ability to analyse and summarize vast sets of data Strong presentation skills, both formally and informally