



## POSITION OPEN

**Date: January 2010**  
**Department: Apparel**  
**Position: Buyer, full-time salaried exempt**  
**Start Date: August 2010**

### Key Responsibilities

Qualitative and financial responsibility for selection, acquisition, and distribution of product to meet customer demands and promote sales at all store locations, on the web site, and through the catalog.

- Select product style and size mix, order balanced quantities
- Develop product displays and sales promotions
- Develop beneficial supplier business relationships, negotiate best possible pricing
- Manage inventory levels, product turns, and discounts within budget
- Schedule and monitor product delivery from suppliers, distribution of product to sales units, and design and set up merchandise displays
- Supervise stock clerks and order processing clerks
- Maintain product database

### Minimum Qualifications

BA/BS degree from an accredited college or university  
5 years experience as a lead apparel buyer

### Physical Demands

Use a computer keyboard, read a computer screen, use a telephone, use standard office equipment to copy, transmit and/or process documents, lift 25 pounds; fold and package merchandise, move wheeled carts and fixtures, use hand truck, drive to store locations within a 100 mile radius.

### Apply . . .

Submit detailed letter of application and resume to  
Human Resources Manager  
OSU Bookstore, Inc.  
PO Box 489  
Corvallis, OR 97339.