



# Olivia Janiak


WHOLESALE OPERATIONS SPECIALIST

## CONTACT

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 Charleston, SC 29407

## SKILLS

Database Management  
Project Management  
Product Planning  
Merchandise Operations  
Demand Forecasting  
Product Development  
Microsoft Office  
Vendor Management  
Customer Service  
Supply Chain Experience  
Trade Show Proudtion

## EDUCATION

**The Art Institute of Charleston**

Oct. 2012- Sept. 2015

B.F.A. Fashion Marketing and Management

### Applicable Courses

Sales and Sales Management  
Merchandise Management & Control  
International Marketing & Management

## PHILANTHROPY

**Junior League of Charleston**

Apr. 2018 - Present

## PROFESSIONAL SUMMARY

Experienced product planner and retail operations specialist with a B.F.A. in Fashion Marketing and Management. 10+ years of experience in project management, wholesale operations, vendor management and product development. Additional skills/experience include inventory control and management, demand forecasting, cross-departmental collaboration, data integrity, retail sales, and outside sales.

## EXPERIENCE

### CAPUCINE DE WULF JEWELRY

Charleston, SC

Sister company of Juliska, Jewelry that represents self love and respect.

#### Product Development and Operations Manager June 2022 - Present

- Oversee the entire product development lifecycle, from conceptualization and design to production and delivery, ensuring timely and high-quality execution.
- Develop and implement innovative product development processes, resulting in accelerated time-to-market and increased product diversity.
- Collaborate with cross-functional teams, including design, manufacturing, and sales, to align product development goals with market demands and customer preferences
- Implement operational efficiencies, such as supply chain optimization and inventory management, resulting in reduced costs and improved order fulfillment.
- Manage vendor relationships, negotiate contracts, and source high-quality materials, ensuring cost-effectiveness without compromising on quality.

### LE CREUSET

Charleston, SC

Founded in 1925, Le Creuset is the first, finest, and favorite in premium cookware.

#### Associate Category Manager

Aug. 2021 - June 2022

- Support all channels and consumer service with active product training, sell information and product support
- Assist with driving new product development to meet volume and profit target
- Translate retail, web and wholesale insights to validated product concepts to meet strategic objectives
- Own project tracker to ensure production schedule remains on time, financial targets are met, and product is consistent with brand guidelines

### THE CARGO HOLD, INC.

Charleston, SC

A distinguished member of the wholesale jewelry industry since 1973.

#### Product Development Manager

Dec. 2017 - Aug 2021

- Define and forecast product strategy and roadmap for wholesale vendors' unique jewelry designs featured in over 300+ retail stores nationwide
- Gather and prioritize product and customer requirements to incorporate into design jewelry lines and pieces
- Work cross-functionally with the marketing department to streamline new releases of up to 84 new products annually

#### Product Planner

Oct. 2017 - March 2018

- Account manage 16 vendors to check that stock was received on time, reducing back orders from 24% to < 8%
- Monitor inventory and order merchandise based on customer demand and trend forecasting
- Develop and maintain budgets that effectively cut spending by 15%, minimize back and over stock, and successfully deliver on all products orders to customers

#### Inventory Clerk

Apr. 2016 - Oct. 2017

#### Customer Service Representative

Oct. 2015 - Apr. 2016