

Job Description

Company Name: AS Watsons Retail (HK) Limited

Brand Name: Watsons Hong Kong

Job Title: Online Business Assistant

Department: Online Business

Work Mode: Full-time

A Brief Company Introduction

Watsons is the leading O+O (Offline plus Online) health and beauty retailer in Asia, currently operating 8,000 stores and more than 1,500 pharmacies in 15 Asian, European and Middle-East markets.

Watsons is named as the No.1 Personal Care and Beauty retailer in Asia*, providing personalised advice and counselling in health, beauty and personal care on top of its market-leading product range, making customers LOOK GOOD, DO GOOD, FEEL GREAT every day. Watsons is the flagship health and beauty brand of AS Watson Group.

Responsibilities

- Manage digital trade operations for our commercial platform
- Keep our marketplace product master updated and perform operational tasks
- Prepare and verify product information for new launches
- Coordinate on-site communication, including writing web banners and app/web push messages
- Participate in user acceptance testing for digital project development with our internal technical team
- Promote our online and offline projects and educate customers on our eShop offers and features at physical stores

Requirements

- Proficiency in both spoken and written English and Chinese.
- Be a team player and willing to take up some tedious work.
- Self-motivated, detailed-minded, independent, and well-organized.
- Strong communication and interpersonal skills to liaise with internal and external parties.
- Energetic with can-do attitude