

Textile Sourcing Specialist

Location: Dongguan

Sector: Luxury / Procurement / Purchasing

Starting date: ASAP

Job Reference: CDS2025054

ABOUT THE COMPANY

Our client is a foreign-owned trading company, specializing in luxury and beauty product.

RESPONSIBILITIES

- Analyze and define seasonal fabric trends, providing comprehensive direction and inspiration to both design and buying departments.
- Drive the end-to-end fabric research and development efforts, creating trend-right and commercially viable material collections for each season.
- Execute strategic sourcing initiatives focused on sustainable and innovative fabrications aligned with brand positioning.
- Oversee daily operations and organization of the fabric department to ensure efficient workflow.
- Manage and update fabric libraries from both domestic and international mills, ensuring accurate tracking of color references, swatch cards, and current quotations.
- Identify and develop fabric options that meet the visual identity and pricing strategy of the merchandising team; coordinate closely to ensure cost alignment.
- Arrange supplier meetings, fabric viewings, and mill visits when required to support ongoing development.
- Coordinate with the finance team to process and follow up on fabric sampling and development invoice matters.
- Partner cross-functionally with internal teams—Design, Merchandising, Quality, Buying, and Project Management—to ensure material choices meet all design, lead time, cost, and compliance standards.
- Handle supply chain responsibilities related to textile vendors and mills, including onboarding processes, adherence to internal material guidelines, compliance standards, production scheduling, and quality assurance systems.

REQUIREMENTS

- Educational background in textile engineering or a relevant bachelor's degree is preferred
- Fluency in both Mandarin and English is required
- At least 5 years of proven experience in a comparable role within the textile or sourcing industry
- Proficiency in Microsoft Office Suite, including Outlook, Word, Excel, and PowerPoint is essential
- Must demonstrate high adaptability and openness to working flexible schedules when necessary

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- Strong organizational skills with the capacity to handle concurrent priorities and multiple demands seamlessly
- Take ownership of fabric-related technical challenges, ensuring timely resolution and problem-solving in raw material quality and performance
- Strengthen supplier partnerships and actively identify new sources, sustainable innovations, and high-quality textiles to enrich the sourcing pipeline

APPLICATION

Please send your resume and your motivation letter to:

sc-recruitment@ccifc.org

Mail subject: Your name | Job title - location [Job reference]

Ex. Your name | Textile Sourcing Specialist- Dongguan [CDS2025054]

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