



Company Overview

Zivame was founded in 2011 with the vision to facilitate women to shop uninhibitedly for intimate wear and to make lingerie shopping comfortable. Zivame is now the No. 1 online lingerie company in India with 30 + retail stores and presence in 800 + partner stores across India. Our Mission is to be the destination for every woman's intimate needs. We believe that every woman is unique, and we want to deliver a platform that allows her to browse, discover and shop what is right for her.

All the products at Zivame stem from the desire to design something that is a blend of quality and comfort. Zivame offers trendy lingerie, active wear, sleepwear, and shapewear in over 3000 + exclusive designs and 100 + sizes catering to women across all body types.

Team: Brand Marketing

Position: Manager – Studio Operations

Key Responsibilities:

- Handle the entire Catalogue Studio operations for Zivame
- Create, challenge and optimize existing studio processes to increase catalogue efficiency
- Work closely with photography, operations, retouchers and catalogue content team to create Zivame.com as well as other marketplaces
- Work cross-functionally with brand, creative director, design, category, warehouse and other stakeholders for relevant information to run Studio processes
- Be the single point of contact for everything pertaining to catalogue operations.
- Manage MIS and other important reporting dashboards for Management for catalogue
- Be the single point of contact for anything related to catalogue shoots, campaign shoots, flat lays, social media content, etc.
- Be responsible for studio operations budget vs spends and own cost savings as a KPI



Experience and Qualifications:

- Should have managed operations at a studio preferably for an E-commerce, apparel brand OR having managed a third-party studio working with brands across categories
- Graduate (or higher) in a fashion or related fields preferable
- 4+ years of experience, including team-handling experience
- Should be analytical and process-oriented, comfortable working with Excel
- Should be able to work cross-functionally and with minimal supervision
- Should be high on integrity and ethics