



PR/097673 | Creative Production Manager – Fashion & Retail

募集職種

人材紹介会社

ジェイエイシーリクルートメントシンガポール

求人ID

1614139

業種

小売

雇用形態

正社員

勤務地

シンガポール

給与

経験考慮の上、応相談

更新日

2026年09月22日 10:18

応募必要条件

職務経験

6年以上

キャリアレベル

中途経験者レベル

英語レベル

無し

日本語レベル

無し

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Responsibilities

- Lead end-to-end production across creative campaigns, photoshoots, video content, lookbooks and brand-related projects.
- Plan and manage production timelines, budgets and resources to ensure projects are delivered on time and to required quality standards.
- Coordinate production logistics, including locations, casting, crews, vendors, permits and production schedules.
- Oversee the execution of pop-ups, retail activations, events and brand collaborations.
- Source and manage external vendors, agencies, contractors and creative partners, including commercial negotiations and deliverables.
- Manage production budgets, contracts and supplier agreements, working closely with Finance and Legal where required.

- Collaborate with Creative, Marketing, Digital, Retail and other internal teams to ensure smooth project execution and alignment with brand objectives.
- Oversee post-production, asset quality control, approvals and final delivery across digital and retail channels.
- Manage multiple productions simultaneously, proactively resolving operational challenges, risks and delays.
- Establish and improve production workflows and processes to drive efficiency and consistency.

Requirements

- Bachelor's Degree in Fashion Production, Marketing, Communications, Creative Production or a related discipline.
- Minimum 8 years of relevant production experience, preferably within fashion, lifestyle, retail, creative agency or brand environments.
- At least 3 years of senior or leadership experience.
- Proven experience managing end-to-end creative and physical productions, including campaigns, photoshoots, videos, events, pop-ups or retail activations.
- Strong knowledge of production planning, budgeting, vendor management, contract coordination and supplier negotiation.
- Excellent project and stakeholder management skills, with the ability to manage multiple projects and priorities.
- Strong communication and negotiation skills with a hands-on, resourceful and solutions-oriented approach.
- Proficiency in relevant production, project management and Microsoft Office tools.

Varick Lee
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会社説明