**TITLE:** Merchandise Planning & Allocations Intern **BRAND:** Beauty **FLSA:**

**DEPARTMENT:** MP&A **GRADE:**  **JOBCODE:**

**REPORTING TO:**  TBD

**GENERAL SUMMARY:**

Victoria’s Secret Beauty is looking for a summer intern to support the Merchandise Planning & Allocations (MP&A) team! As an intern, you will work closely with direct managers who give guidance and enhance the learning experience through exposure to key MP&A tasks and projects.

**PRINCIPLE RESPONSIBILITIES:**

* Analyze weekly store and business performance relative to plans and trends
* Analyze past performance to identify opportunities and recommend corrective actions for improvement
* Create Excel spreadsheets for seasonal budgets and weekly/daily sales and expense forecasts
* Create financial spreadsheets, reports and tables for key meetings, presentations and ad-hoc projects
* Gain understanding of allocation, demand, forecasting and planning concepts
* Learn to formulate inventory deployment plans and order quantities to support it
* Provide analytical support for the development and maintenance of wall charts, store layouts, floor plans and store lists
* Learn and utilize function-specific system applications
* Build relationships and partner with cross functional teams

**QUALIFICATIONS/CAPABILITIES:**

* Current Junior working towards a Bachelor’s degree in Business, Supply Chain, Finance or a related field
* Possess advanced Excel, analytical and problem-solving skills
* Have high energy, be self-motivated, and be able to handle multiple tasks
* Possess excellent attention to detail, strong communication, and organizational skills
* Demonstrate leadership skills and relationship-building aptitude