



# CHOOSE TO MAKE A DIFFERENCE

## Private Label Assistant

### If it's important for You:

- Challenging and dynamic work in one of the leading food retailers in the Baltics;
- A continuous possibility to develop yourself professionally, apply your skills to a wide variety of assignments and opportunity to develop leadership skills;
- Employee development and training programs;
- Extensive career opportunities;
- Competent and professional team support;
- Friendly working environment with different team events;
- Competitive remuneration package;
- Social security and health insurance.

### We will entrust You:

- Manage and maintain vendor and product data for further processing and communication within company and with vendors;
- Prepare data and analysis upon request of managers;
- Maintain various administrative processes of department;
- Provide information exchange with other departments according to internal procedures.

### If You have:

- University degree or You are last year student in economics or other related field;
- Experience in retailing, buying, marketing or similar business area (as an advantage);
- Very good knowledge of English;
- Excellent MS Excel and computer skills;
- Result oriented personality with strong analytical skills;
- Ability to work in a team and stressful situations;
- Structured and accurate personality.

*Rimi Baltic is one of the leading retailers in Baltic States and is represented in Estonia, Latvia and Lithuania. We are a part of ICA Gruppen - leading retail organization in the Nordic region. There are more than 200 different job positions available in our stores and office, which means there is a place for you to grow.*

*But most of all - we are very diverse people, yet we are all committed to three common values: simplicity, commitment, and entrepreneurship. If these are also your values, you will find a lot of likeminded and friendly people here.*

*LLC Rimi Baltic,  
Registration number: 40003592957*

If you are interested, please send your CV and supporting letter with title "Private Label Assistant" to Rimi Baltic Human Resources Department, e-mail address [hr@rimibaltic.com](mailto:hr@rimibaltic.com) by 5th of February.  
Thank you for your interest!

YOUR CHOICE IS  
VALUED HERE

