



- **SOUTHPOLE (Wicked Fashions, Inc.)**
  - 웹사이트: <http://www.southpole-usa.com>
  - 위치: Fort Lee, NJ
  - 설립년도: 1991 년
  - 직원 수: 80 명 (외국인 직원 15 명)
  - 연간매출액: 65 M

Founded by two brothers, David Khym and Kenny Khym, Wicked Fashions, Inc. began in 1991 when it launched its flagship brand, SOUTHPOLE® in New York, the fashion capital of the world. SOUTHPOLE started as a premium urban brand. With its legendary puffy “bubble” jacket and 4180™ Relaxed Fit denim pants, SOUTHPOLE influenced the beginning of urban fashion in American street culture. Wicked Fashions quickly established itself as the leader in translating the looks and trends of the premium brands that were popular on the Streets into wearable, accessible clothing sought after by a broad swath of young men and women.

Over its more than 25 years' history, SOUTHPOLE has been doing business in the United States, Canada, Asia and Europe as an urban fashion designer, wholesaler and licensor with thousands of active retailers.

1. Position: Accounting
2. Job Description: 다음페이지 참고 부탁드립니다
3. Compensation: \$13.50/hour (경력직 \$15.00/hour)
4. Work Hours: 주 40 시간 (오버타임 시 노동법에 의거 시급의 1.5 배 지급)
5. Benefit: 점심 무료 제공, 유급 휴가 5 일



Job Description	<ol style="list-style-type: none"> <li>1. L/C OBL related: Original Nego doc-&gt;Double check and forward OBL to Import team</li> <li>2. Office supplies order</li> <li>3. Filing &amp; Scan L/C, A/P</li> <li>4. UPS tracking number scan, Mail, Lunch list, invoicing</li> </ol>
Daily/Weekly Duties	<p>Daily</p> <ol style="list-style-type: none"> <li>1 Create Voucher: UPS, Credit Card</li> <li>2 USPS Pick up 및 전달</li> <li>3 Invoice Scan to Upload in ERP</li> </ol> <p>Weekly</p> <ol style="list-style-type: none"> <li>1 Check 순서 정리 / Review / Release</li> <li>2 Lunch List Pickup</li> </ol> <p>Monthly</p> <ol style="list-style-type: none"> <li>1 Chargeback 관련 서류 월별로 정리 (Credit / Debit Note filing)</li> <li>2 Vendor Claim Sorting</li> <li>3 Check Voucher / GL &amp; UA Voucher / Wire Transfer Voucher</li> <li>4 2층 Lunch name sheet 준비</li> </ol> <p>Upon</p> <ol style="list-style-type: none"> <li>1 L/C Payment 진행된 서류 Filing</li> <li>2 OBL 정리 / Import 팀 전달</li> </ol>