

Production Manager

Location: London

Reports to: Product & Commercial Director

Experience: 4+ years

Coordinate production, product development and inventory across Volga Linen's fabric and finished product collections, ensuring the right products are available to support sales, produced to specification, on time and within agreed costs.

This is a hands-on, commercially focused role requiring strong organisation, analytical skills and an understanding of how effective production and stock management contribute to sales and profitability.

Key Responsibilities

Production & Product Development

- Coordinate production across international and UK mills, manufacturers and specialist makers.
- Create production packs, including trim sheets ensuring suppliers have complete and accurate instructions.
- Create and maintain product SKUs with accurate product information in Unleashed.
- Raise and place purchase orders following approval and follow the critical path through to delivery to photographer.
- Support the Product & Commercial Director in supplier negotiations, including pricing, minimum order quantities and lead times.
- Coordinate production of bespoke and made-to-order products for clients, photoshoots and showroom installations.
- Plan required quantities and coordinate production of showroom samples, wings and roadshow kits.

Inventory & Commercial Planning

- Work with the Product & Commercial Director and Senior Ecommerce & Commercial Manager to analyse sales trends, ordering patterns, stock levels and lead times, forecasting demand and recommending replenishment quantities.
- Prepare commercially considered purchasing recommendations supported by sales data and cost analysis.
- Maintain accurate purchasing budgets, commitments and stock valuations, updating records as orders are placed, amended and received.

Team Collaboration

- Work closely with the Product & Commercial Director and Senior Ecom and Commercial manager on product development, purchasing decisions and commercial priorities.
- Provide the team with accurate production, stock availability and delivery information.
- Proactively communicate risks, recommend solutions and follow actions through to completion.

Skills & Experience

- Minimum 4 years' experience in production, product development or buying, within textiles, interiors, homewares or a premium consumer brand. Textile experience is a must.
- Strong commercial awareness, with experience analysing sales data, costs and purchasing requirements.
- Experience working with suppliers, with an understanding of pricing, minimum order quantities and lead times.
- Strong Excel skills and experience with inventory management systems; Unleashed desirable.
- Excellent organisation, attention to detail and ability to manage multiple suppliers and deadlines.

Please send your CV & cover letter for consideration to gemma@volgalinen.com