



Example of Analyst, Inventory Job Description

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Our growing company is looking to fill the role of analyst, inventory. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for analyst, inventory

- Record variance reasons, and at month end, generate a trend chart and problem Pareto for each problem classification
- Analyzes and resolves routine obsolete and excess inventory issues
- Develops reports and procedures for inventory monitoring and control
- Assist in activities surrounding inventory control, accounting and analysis, including but not limited to cost control, physical count, perpetual and general ledger accounting, obsolesce and budgeting
- Assist in identifying, reviewing and determining causes of errors regarding vendor direct shipment invoices
- Provide extensive follow-up to correct errors which will necessitate verbal and written correspondence with store managers and vendors and changes to computer data files
- Assist in the review of open transactions via direct interface with the AS400 system and computer generated reports
- Provide standard Service Analysis and Loss Analysis execute additional standardized analysis packs for PIC dealers for their quarterly review process
- Assist in development of projects make recommendations to appropriate personnel
- Maintain a professional inventory management perspective while performing daily inventory and planning activities for a consumer product company, with minimal supervision and assistance

Qualifications for analyst, inventory

- Ability to design and run reporting language queries programs, preferably utilizing JD Edwards (Showcase) is preferred
- Must be detail oriented with excellent follow up skills
- SQL Experience recommended but not required
- 4 years of relevant work experience in inventory management or similar (in addition to degree or years of previous experience)