



Example of Inventory Controller Job Description

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Our company is searching for experienced candidates for the position of inventory controller. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for inventory controller

- Understand perpetual inventory (PI) movements
- Responsible for overseeing and coordinating stock take third party liaison for EMEIA business
- Preparation of Procurement Schedules for Budget & Forecasting purposes for all EMEIA Retail legal entities and Supply Chain as per Group Finance Guidance
- Tracks backorders and finds appropriate substitute items as necessary
- Oversee and manage daily due out report for NJ whse
- Support improvement and process changes to close gap of audit findings
- Verify and close Job Orders for Machine Shop and Assembly
- Lead and conduct cycle count, manage, and maintain parts inventory, processing inventory adjustments for Houston and District
- Document the cycle counting process
- Establish frequency of cycle counts for A, B, and C Inventory classifications

Qualifications for inventory controller

- Identify, recommend and implement process improvements to support improved controls and simpler accounting
- Support with the internal and external audits
- Participate in companywide projects in support of the company goals and objectives
- Analyze inventory positions relative to current run-rate and projected sell thru

- Demonstrated experience, managing complex accounting & control processes in a matrix environment
- 10-12 year experience in accounting and financial analysis