



Example of Inventory Management Job Description

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

Responsibilities for inventory management

- Generate and disseminate reports for the clearance of aged-stock in line with global Inventory Management project
- Other projects and tasks as assigned by Inventory Management Supervisor
- Develop and implement a business plan leveraging 3 year breakthrough objectives
- Drive the effectiveness of material inventory through continuous improvement as measured by inventory turns
- Exceed internal stakeholder material requirements as measured by Available To Promise (ATP)
- Drive improvements into the PO lifecycle process while meeting or exceeding stakeholder expectations for Purchase Orders (PO) and Service Entry Sheets (SES)
- Champion and lead improvement initiatives across the Supply Operations group
- Build and maintain relationships with key internal stakeholders and primary external suppliers
- Meet opex & headcount targets
- Develop SMART objectives and support skills & career development with your team through the PPO and CCDP process

Qualifications for inventory management

- Pursuing degree Business (Management, Marketing, etc) / Communications / Computer Science / Journalism / Media Arts and Design (or similar) majors

- Develop IP bench-strength and talent pipeline through active participation in recruiting and succession planning
- Demonstrate ability to establish and maintain positive working relationships with internal customers and suppliers
- Strong UNIX/Solaris administration and application's operations
- Planners generally travel 3 to 4 weeks out of the year
- Requires an AAS degree or equivalent from a two-year technical school