



Example of Inventory Manager Job Description

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Our company is growing rapidly and is hiring for an inventory manager. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for inventory manager

- Ensure that all inventory policies are being followed by all employees
- Daily Charge verification and report any discrepancies to finance
- Provide training to all Inventory Analysts and Implant Coordinators
- Facilitate excess inventory reduction by returning excess products to vendors timely
- Evaluate inventory levels, making adjustments to inventory min/max levels, safety stock, lead time, and inventory formulas to ensure sufficient supply to meet customers' needs while maintaining targeted inventory turns
- Work to minimize non-moving or slow moving inventory SKU's
- Work to minimize inventory write-off's due to expired or obsolete inventory
- Work to ensure warehouse achieves inventory metric goals
- Assist Warehouse Logistics Manager in preparing warehouse Key Performance Indicator report
- Interface with and propose solutions to the Chief Operating Officer and Warehousing & Logistics Manager regarding all issues related to inventory

Qualifications for inventory manager

- Exceptionally well organised, efficient and analytical
- Associate's degree (A.A.) required
- Clinical Engineering or Imaging experience required
- Demonstrated success/ability to manage multiple projects, prioritize to

- Customer-oriented approach with ability to find solutions to complex, stressful situations