

## Inventory Controller

- Market leading Australian Heat Transfer Systems manufacturer
- Providing professional, accurate and timely customer service and sales support
- Permanent role based in Lara

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Air Radiators is an award-winning Australian Manufacturer, providing specialised Heat Transfer systems for mobile and stationary applications. With over 40 years of industry experience and an impressive list of Australian and International customers, we have a highly regarded reputation for delivering top quality Heat Transfer systems.

[ e are looking for an experienced Inventory Controller who is a highly motivated individual willing to work in a fast-paced environment. Working in the Warehouse team, this role reports to the Warehouse Manager.

### **Key responsibilities include:**

- Responsible for accurate daily cycle counting and delegating cycle counts
- Liaise with production departments regarding stock requirements
- Responsible for checking, investigating, and adjusting all stock control within the ERP system (Pronto)
- Responsible for maintaining stock level accuracy, assisting in the warehouse when requested
- Ensure stock under investigation is quarantined, organised, and managed
- Review demand for stock - identify and make recommendations in relation to min/max stock holdings, identify surplus, obsolete or BBF date stock
- Manage KanBan and consumable stock
- Scrap and Waste Management
- Prepare reports including weekly KPI's

### **Key skills and experience required**

- Three to five years' experience working in a warehouse
- Proven customer service skills
- Strong computer skills – ERP/MRP, MS Word, Excel and PowerPoint
- High attention to detail
- Excellent communication skills, both written and verbal
- Self-managed with good ability to prioritise workload

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For further information on who we are and what we do, visit our website: [www.airradiators.com](http://www.airradiators.com)

**Email Applications to:** [recruitment@airrads.com.au](mailto:recruitment@airrads.com.au) with **Inventory Controller** in the subject line.