

New Classic Cooking LLC is a frozen food manufacturer looking for responsible and reliable employees to work at our company.

Current open position is:

Maintenance Inventory Control

Ensures success as an inventory controller, you should be highly organized and have detailed knowledge of CMMS software and practices. A top-notch inventory controller will be able to accurately forecast inventory requirements and possess excellent logistical abilities.

Responsibilities:

- Monitor inventory levels, report any discrepancies, forecast supply and demand to replenish stock as needed. Analyze financial reporting and monthly stock audits ensuring adequate safety stocks are in place
- Develop, implement and /or maintain inventory control systems and practices.
- Coordinate, generate and maintain purchase orders, pricing reports, stock transfers, deliveries, tagging, and processing.
- Ensure the integrity and accuracy of stocks through cycle counts and management of related KPIs, driving targets and performance to ensure we deliver on time and in full
- Track inbound and outbound orders to prevent overstocking and out-of-stock (OOS).
- Complete compliance checks, cycle counts and internal audits activities for the department.
- Provide resolution of all inventory and location management issues arising out of any transaction errors, Interface errors, count errors, etc. and provide effective communication across the site to identify issues for corrective and preventative action, in order to meet inventory accuracy and efficiency targets.
- Put stock away in the correct location after receiving.
- Generate and monitor work order requisitions to control the entry and exit of all spare parts.
- Control the PM schedules.

Hours: Mon – Fri 8:30am – 5 pm – Flexibility as needed

Microsoft Office Knowledge

e-Maintenance system or PM system knowledge

Bilingual English and Spanish Preferred

Knowledge of ordering machinery parts

Able to lift 50 lbs on own

Apply Here: <https://www.click2apply.net/bWWwGNf42OoN5I27mHNAJL>

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