Title: Inventory Control Specialist

Location: Sterling Heights, MI

Reports to: Plant Manager

RoboVent is looking for an experienced professional to coordinate the receiving of all raw materials, assign inventory locations, and the supplying of materials to production. This position will follow production scheduling and move required materials and equipment to meet production needs. This position will work closely with Purchasing, Customer Service and Production Scheduling. The Inventory Control Specialist will be responsible for managing the daily tasks of two Material Handlers.

Education:

Associates degree preferred. High School diploma or GED required.

Experience:

Minimum of 3-5 years of production inventory control experience including MRP, Kanban, FIFO/LIFO and cycle counting. Previous supervisory experience strongly preferred with increasing responsibilities.

Skills:

Strong aptitude for math, highly organized, ability to manage multiple tasks and projects simultaneously, and ability to manage positive relationships with other departments required. Excellent verbal and written communication skills required.

Software:

Excellent working knowledge of Microsoft office required; including Excel and Outlook.

Certifications:

Forklift certification required.

Qualified candidates may send resumes to hr@robovent.com or careers@robovent.com