

COACH HOUSE

Job Title: Stock Controller

Hours: Rotating Shifts: 06.00 to 14.00 - 08.00 to 16.00 - 14.00 to 22.00)

Salary: £13.00 gross per hour, increasing to £15.36 after successful completion of the probationary period. 37 ½ hours per week.

Job Type: Permanent Contracts (with a three-month probationary period)

An exciting opportunity has arisen for an experienced Stock Controller to join our team.

Your duties will include:

- Solving stock discrepancies.
- Periodic attendance at stock counts to ensure procedures are being followed in practice.
- Identify the key reasons for stock differences.
- Review the existing inventory procedures and identify relevant improvements.
- Awareness of impact of changes in stock on the Management Accounts of the business.
- Follow up adverse stocktaking results to identify causes and recommend improvements to procedures and processes.
- Inspect all goods inwards in line with Company policy and process.
- General housekeeping.

The successful candidate will have:

- Worked previously in a fast paced, barcoded computerised warehouse.
- You will have good verbal and written communication, methodical with attention to detail with effective listening skills (GCSE in Maths and English or equivalent).
- Have the ability to work well under pressure and act both proactively and intuitively.
- A good working knowledge of Microsoft Office, particularly Excel.
- An enthusiastic can-do approach.
- Attention to detail.
- Excellent timekeeping and attendance.