Persistent Systems

Title: Inventory Control Analyst

Location: 303 5th Ave Ste 306 New York, NY 10016

Job Type: Full-Time (Experienced)

Compensation Type: Salary

Start Date: ASAP

Job Description:

We're looking for an Inventory Control Analyst to drive process and business improvement by taking complete ownership of inventory management. You'll be responsible for ensuring accurate inventory levels by tracking the receiving, stocking, and transferring of all parts, as well as performing data-driven analysis for the purposes of part ordering and forecasting.

Primary Responsibilities:

- Monitor, record, and maintain control of all inventory
- Track orders and expedite as appropriate with suppliers to ensure timely delivery
- Manage all inventory transactions, including transfers, build assemblies, demo requests and scrap
- Produce real-time cycle counts, conduct audits, and perform reconciliation
- Conduct stock inspection, examining inventory for defects or damage
- Support process improvements through development of the part-numbering system, product movement and storage systems, and design of organizational layouts for the stockroom
- Support the growth of our supply chain analytical capabilities by developing new reporting metrics and solutions.
- Maintain an organized and safe stockroom

Qualifications:

- Bachelor’s degree in Supply Chain Management or a related degree or equivalent experience
- At least 2 years of experience performing inventory control
- Proficiency in QuickBooks Microsoft Word, and PowerPoint
- High level of proficiency in Excel including pivot tables, running queries, and advanced reporting
- Experience communicating directly with vendors/suppliers

Preferred Qualifications:

- At least 2 years of experience in electronic/electrical manufacturing performing inventory control
- Demonstrated experience with information management systems, such as MRP
- Knowledge of 5s methodology and lean manufacturing
- Excellent organizational skills, communication skills, and self-motivation

About the Organization: Persistent Systems is a growing business that develops Mobile Ad hoc Networking (MANET) wireless radio systems for US Government and commercial applications. The radios are typically worn on the person, mounted to manned vehicles, integrated into autonomous unmanned vehicles, or installed at fixed sites. The systems provide on-the-move data, voice, video, and situational awareness capability. Located in the heart of New York City, Persistent Systems is an exciting company that is passionate about delivering cutting edge products.