

## Inventory Controller

Classification: Manufacturing / Operations

Location: Auckland South

Join a company where your positive attitude, commitment and fit within our team environment matter as much as your skills and experience.

**CONTINUOUS Spouting New Zealand Ltd** is a New Zealand owned company that has been manufacturing and installing Continuous Spouting and Fascia since 1991.

### **When it pours - we reign!!**

It's what you do in this role that makes a big difference to the commitments we make to our customers:

**Inventory Management** - Making sure we have the right components available at the right time for customer orders and installation jobs.

**Inventory Handling & Control** – Taking ownership of stock and incoming shipments.

**Purchasing** – Monitoring stock levels and purchasing processes.

**Administration** – Recording data accurately and managing stock levels and purchases within budget.

**Health and Safety** – Acting safely and complying with procedures not just because you have to, but because you want a safe workplace for yourself and workmates.

This busy role requires you to:

- Be customer centric
- Be computer savvy with Microsoft office, word, excel & outlook. Having worked with Accredo accounting and stock control package would be an advantage but training will be given.
- Be able to solve problems and queries quickly.
- Enjoy working with numbers.
- Pay attention to detail but not let it consume you
- Preferably hold a Forklift license and have operating experience.
- Have gained at least two years experience in a similar role.

**We're successful:** We've got great products and smart yet simple processes.

**We're team players:** We've got a great team with a mix of Operations and Sales staff on site and we work together.

**We look after our staff:** The bosses understand the team's welfare is important and always appreciate a job well done.

If this role appeals to you and you've got the skills, experience and personal aptitude to be part of our team we'd like to hear from you.

Please apply by emailing your CV to:

[Leonie.woolnough@concero.co.nz](mailto:Leonie.woolnough@concero.co.nz)

Leonie Woolnough

Human Resource Consultant  
Concero Ltd  
Ph: 918 6328