



## **Job offering**

- **Inventory Planner**

### **Main Activities**

- Runs a series of inventory reports on weekly or monthly basis and perform detailed analysis of inventory performance
- Ensuring proper inventory levels in the most cost effective manner in order to meet operations requirements
- Develop accurate, consistent inventory reporting approach
- Identify slow moving inventory items and provide input for disposal analysis
- Perform inventory adjustments
- Input and review items description information in current inventory systems
- Responsibilities will include close liaison with the Procurement Services team and Material Coordination team to prioritise material demand
- Work with other MM teams to ensure seamless support to operations
- Responsible for external and internal communication with all relevant parties in the process
- Support internal /external parties /departments /institutions with relevant documentation for related audits and business control upon request
- Training team members within his/her scope of work
- Complying with and implementing within his/her scope of work company's and clients' policies and procedures, Code of Ethics, ISO, LEAN; IIP standards

### **Candidate's profile**

- Preferable (but not limited to) Faculty of Transport and Traffic Engineering, Faculty of Economics, Faculty of Organizational Science, or similar
- Experience in Materials Management/ Warehousing or Logistics
- Data gathering, and quantitative and qualitative data analysis, including business process metrics and measures linking to business KPIs
- Mathematical/statistical abilities
- Learn to apply best practice, act with professionalism, strive for excellence, foster learning
- Demonstrate personal responsibility and well-being to everyone around
- Adhere to the Code of conduct, and create inclusion in a diverse workplace

- Working knowledge of SAP ERP system
- Advanced user of Microsoft Excel
- Advanced knowledge of English language

**Application deadline:** 30.12.2021.

**Location:** Belgrade

**Submit your CV:** [vanja.dimitrijevic@geodis.com](mailto:vanja.dimitrijevic@geodis.com)