

**WE'RE HIRING  
NOW!**



## **Join our team and make a difference.**

We are looking for an Inventory Controller who will be responsible for managing and controlling inventory levels, ensuring accurate tracking and reporting, and optimizing inventory management processes.

### **Duties:**

- Ensuring accurate and efficient management of stock in the storeroom.
- Handling of Goods Receipt.
- Goods issuing to production.
- Inspecting stock upon arrival to ensure it matches what was ordered and what is on delivery note.
- Capturing of stock items and timeous updating on Pastel.
- Record keeping of stock that is issued and keep stock balancing.
- Ensure that all stocks are in place and stores are always clean.
- Stock reporting to management.
- Daily monitoring of stock.
- Perform cycle and stock counts according to company policy.

### **Minimum requirements:**

- Matric Certificate. Diploma in Logistics or Supply Chain Management, or related field will be an added advantage.
- 3+ years of experience in inventory management or a related field.
- Must have Pastel experience.
- Must have experience working in stores in an Automotive or Manufacturing environment.
- Proficiency in Microsoft Office.

## **How to Apply**

Send your CV to:

[careerslm@lesira.co.za](mailto:careerslm@lesira.co.za)

Subject: Inventory Controller

Level/Salary Range: Level 1

Closing date: 27 September 2024