

Material Control Manager

This would be a fantastic opportunity for a candidate who is looking to develop a career in a small family company.

The company has been successfully operating for 40 years in the heart of Hitchin. We offer a flexible and friendly environment for any employee to develop:

- External training will be provided when needed;
- Not everybody works around the same hours, we operate on a pre-agreed flexible hours basis.

Role:

Reporting to the Managing Director, you will be responsible for selecting new suppliers, maintaining relationship with existing suppliers, negotiating and purchasing all production components based on sales predictions. You will also manage the day to day operation of the company stores, the stores personnel, conduct monthly stock counts and record all stock transactions.

Key Requirements:

- It is essential to have several years experience in a similar role in a manufacturing environment in the electronics industry;
- Very good negotiation skills;
- Confident with purchasing and inventory procedures;
- Knowledge of a software based supply and inventory management system.

Desired but Non Essential Requirements:

- Previous knowledge of Caliach Vision ERP

Location:

Hitchin, Hertfordshire.

Remuneration:

- This a permanent full time job with a salary that will depend upon experience and profile.

Other Benefits:

- BEKA operates a company funded private medical insurance scheme;
- Pension contribution;
- Death-in-service benefit;
- All statutory Bank Holidays plus 22 days annual leave;
- On-site large private car park;
- A few minutes walk from Hitchin town centre;

If you are interested in this position, please send your current CV together with a covering letter to recruitment@beka.co.uk