

PR/110836 | Inven

募集職種

人材紹介会社
ジェイ エイ シー リクルートメント インド

求人ID
1616892

業種
自動車・自動車部品

雇用形態
正社員

勤務地
インド

給与
経験考慮の上、応相談

更新日
2026年10月27日 08:00

応募必要条件

職務経験
3年以上

キャリアレベル
中途経験者レベル

英語レベル
ビジネス会話レベル

日本語レベル
無し

最終学歴
短大卒： 準学士号

現在のビザ
日本での就労許可は必要ありません

募集要項

Company Overview: The company is a Japanese joint venture engaged in the manufacturing of industrial refrigeration compressors and related equipment. Its products are widely used across industries such as cold storage, food processing, dairy, breweries, ice plants, petrochemicals, and other industrial refrigeration applications. The organization is known for providing advanced refrigeration solutions and maintaining high standards of quality, technology, and engineering expertise.

Job Overview: Candidate having Knowledge of Inventory & Store .

Job Responsibilities:

- Receive incoming materials and verify them against Purchase Orders (POs) and delivery challans.
- Inspect received materials for quantity, quality, and any damages or discrepancies.

- Prepare and post Goods Receipt Notes (GRNs) accurately in the ERP/Inventory Management System.
- Ensure proper storage of materials with correct labeling, bin location allocation, and adherence to FIFO/FEFO practices.
- Issue materials against approved requisitions and production orders while maintaining issue and return records.
- Maintain accurate inventory records and stock registers; reconcile physical inventory with system records.
- Conduct cycle counts and assist in periodic stock audits and physical verification activities.
- Monitor inventory levels, reorder points, and identify slow-moving, non-moving, or obsolete stock items.
- Coordinate with Purchasing, Production, Quality, and Accounts departments regarding material availability, returns, and rejections.
- Generate and maintain daily, weekly, and monthly inventory reports, including stock status, consumption, ageing, and variance analysis.
- Ensure compliance with housekeeping, safety, and security standards within the store area.
- Manage documentation related to dispatches, inter-unit transfers, and gate passes (returnable/non-returnable).
- Support process improvement initiatives to enhance store operations, inventory accuracy, and overall efficiency.
- Ensure safe handling and storage of materials in compliance with company policies and procedures.

Job Requirement:

• Qualification - Graduation / Diploma (Mechanical)
• Experience - 2 – 4 years
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会社説明