



Inventory Control Analyst

JAE Electronics, Inc. is looking for an Inventory Control Analyst for analyzing and maintaining the appropriate level of physical inventory to service customer requirements and meet inventory guidelines established by management and JAE corporate. This will be done by understanding the in-transit production processes at plant level, on-hand, and safety stock levels of inventory and adjusting as required.

Responsibilities:

- 1) Issue POs to factory, understanding and considering customer orders, safety stock requirements, and forecasts.
- 2) Adjust order deliveries with the factory.
- 3) Maintain acceptable physical inventory levels including appropriate safety stock levels.

Qualifications:

- 1) Knowledge of SAP system related to Inventory Control functions
- 2) Data analysis and analytics
- 3) Intermediate to advanced Excel skills
- 4) Good communications skills
- 5) PC Software application skills
- 6) Attention to detail

Education: Bachelor's degree in Business or Supply Chain Management preferred. Experience will be considered in place of degree.

Experience: 2 - 4 years of Inventory Control, Supply Chain or related experience

Location: Irvine, CA

JAE Electronics, Inc. is an Equal Opportunity Employer.

To apply for this position, please submit your resume to jae.humanresources@jae.com. Only candidates with the above qualifications and experience will be considered.