



Inventory Supervisor

HyLife Foods, a division of the HyLife organization and leading primary pork processor for domestic and world markets, is seeking an experienced **Inventory Supervisor**. To sustain our position as a premier supplier of quality food products, we strive to employ talented and motivated people capable of reaching the cutting edge of their discipline. This position is based in the vibrant community of Neepawa, Manitoba, which has a reputation for its beauty and high quality of life.

The Inventory Supervisor will develop the company's inventory management strategy at HyLife Foods with the aim of controlling costs within budgetary limits, generating savings, rationalizing inventory, and maximizing available working capital. This position will work closely with Logistics, Sales, Planning, Production, 3rd party suppliers, and will report to the Senior Director of Operations.

This position will include the following responsibilities and day-to-day functions:

- Execute inventory control measures to ensure the company minimizes stock holding and maximizing stock system and paperwork accuracy
- The role carries responsibility for working with purchasing, planning, 3rd party suppliers, incoming product and materials and shipping to ensure necessary functions are carried out correctly and efficiently
- Develop, train, and provide leadership to direct reports to ensure all SOP's are followed
- Work with Information Services to ensure that inventory processes and information management systems are aligned.
- Continuously improve the company's inventory management strategy with the aim of controlling costs within budgetary limits, generating savings, rationalizing inventory, and maximizing available working capital
- Manage and maintain the company's material and stocked product inventory, profiles, and stock locations
- Manage and control perpetual inventory stock counting/inventory accuracy checks
- Minimize overstocks and removal of obsolete/redundant raw materials to maximize availability of working capital
- Ensure that incoming goods/stock control department is well organized and controlled to sufficiently support production
- Ensure incoming product is received and managed appropriately according to company procedures and HACCP requirements
- Provide routine management information on inventory performance, and KPI's
- Monitor and evaluate material utilization and waste
- Monitor and evaluate finished goods utilization and costs
- Implement improvement processes and systems to reduce inventory, minimize costs and maximize working capital
- Write and maintain accurate written procedures and SOP's for all main inventory control processes and functions
- Be responsible for managing and running planned inventory counts

- Perform cyclic stock checks to ensure integrity and accuracy of the stock management system
- Review and manage production floor data
- Responsible for inventory accuracy by implementing control measures to ensure discrepancies are resolved
- Inventory control and management of pallets and spacers
- Return and damages of finished goods
- Invoice returns
- Review and validation of inventory details provided by 3rd party freezers
- Work with external freezers on optimization
- Cycle count process and special count process
- End of year inventory
- Work with planning team on freezer turn, aged product, miss-rotation
- Daily preparation and communication of reports
- Reconciliation of invoices from 3rd party suppliers
- Customer relations with outside customers.
- Involvement in Continuous Improvement Programs to achieve productivity improvements.
- Special projects and other duties as assigned

The successful candidate should possess the following qualifications:

- Relevant professional qualification or suitable background experience in inventory management
- Have a detailed understanding of MRP and inventory control management systems
- Strong analytical and problem solving skills.
- Experience in lean manufacturing, Kanban and kaizen continuous improvement
- Excellent analytical, problem solving and organizational skills
- Proficient in Excel and MS Office as well as an ability to adapt to other software applications with working knowledge of business systems
- Have an aptitude for numbers which can be related to computer inventory tracking tools.
- Solid English communication, both verbally and in writing, are critical

We offer a comprehensive benefits package and competitive compensation based on experience and knowledge. HyLife has been recognized as a Platinum Member of Canada's Best-Managed Companies.

If you have the qualifications and the passion to meet this challenge, then we would like to explore your potential. Please apply online at <http://hylife.com/current-opportunities/>

*Applicants who are not currently eligible to work in Canada will not be considered for this position.
We thank all applicants, however, only those under consideration will be contacted.*

