

INVENTORY CONTROL EXECUTIVE

Sri Lanka Cricket is looking for an experienced Inventory Control Executive to join our team. The Inventory Control Executive will be responsible for managing and maintaining inventory levels, of various cricket equipment, tracking inventory movements and ensuring that inventory records are accurate.

» Main Job Responsibilities

- Develop, implement and maintain inventory control procedures specific to cricket equipment
- Monitor inventory levels, replenishing stock as needed and track inventory movements
- Forecasting supply and demand requirements to ensure stock availability and tracking inbound and outbound orders to prevent overstocking and out-of-stock (OOS)
- Conduct regular audits of inventory levels and accuracy of inventory records
- Investigate discrepancies in inventory records and reconcile inventory data
- Work closely with the purchasing team to ensure timely receipt and accurate recording of inventory
- Generate regular inventory reports and provide analysis to management
- Continuously improve inventory control processes and systems

» Qualifications & Experience

- Bachelor's degree in Supply Chain Management, Logistics, Business Administration, or related field
- 2+ years of experience in inventory control processes and systems
- Strong analytical skills and attention to detail
- Excellent communication and interpersonal skills
- Proficient in Microsoft Excel and inventory management software
- Ability to work independently and as part of a team

An attractive and negotiable remuneration package with other benefits await the right candidate.

All applications should be forwarded to vacancies@srilankacricket.lk along with the names of two non-related referees within 7 days from the date of this advertisement.

**Please mention the post applied for on the subject line of the email*

**Please ensure all employment criteria is met prior to applying*