



**REQUIRES A**

## **MANAGER, LOGISTICS AND INVENTORY**

### **DUTIES AND RESPONSIBILITIES**

The **Manager, Logistics and Inventory** will be responsible for maintaining inventory and tracking all inbound and outbound processes of motorcycles, parts and accessories. Day to day responsibilities will include:

- Manage inventory by anticipating material demands, maintaining stock levels, ensuring parts availability and efficient inventory turnover.
- Ensure orders are received, available for dispatch, fully documented and compliant with regulatory standards.
- Create regular inventory reports using Winward system, including detailed analysis of item performance to include quantity and price variance analysis.
- Maintain Windward system by updating material and vendor information for sales.
- Work with the sales and service and support department objectives.
- Implement health and safety procedures and take a proactive approach in seeking out any potential concerns.
- Perform other duties and/or special projects as assigned by immediate supervisor.

### **JOB SKILLS AND REQUIREMENTS:**

- A Bachelor's Degree in business, or management or finance or a related field is preferred.
- Minimum 3 years managerial experience, preference is a Warehousing background.
- Excellent written and oral communication skills, ability to work under pressure, multi-task, maintain confidentiality and meet tight deadlines.
- Excellent keyboarding and computer skills including MS Office (Word, Excel, PowerPoint, Outlook).
- Proficient use of an ERP system like Windward or similar SAP system.
- Dependable, punctual, and team oriented
- Ability to drive forklift and must hold or be able to obtain a valid driver's license and be willing to obtain a heavy truck license.

**Should above be of interest to you and your experience match the requirements, please apply no later than July 18, 2018 to:**

**Performance Solutions Limited,  
Suite 350, 48 Par-la-Ville Road,  
Hamilton, HM 11  
Phone 232-5270  
Email [hr@psolutions.bm](mailto:hr@psolutions.bm)**