

## Inventory Control Specialist

Biewer Wisconsin Sawmill is looking for a full-time **Inventory Control Specialist** to join our team in Prentice, WI. This position will monitor assigned inventory, and perform cycle counting to ensure that all material is properly accounted for. They will report product damage/concerns to the manager with a photo and description of the damage. Verify Agility/WMS inventory counts that will transition to Lumber Track in September.

**Schedule: Monday-Friday (8am - 4pm) \*Pending\***

**(Possible overtime depending upon tasks and Sawmill Operations)**

## Accountabilities:

**Primary responsibilities will include:**

- Cycle Count each finished inventory sub-location twice per month.
- Cycle Count WIP inventory once per week (Fridays or when production is not running).
- Account with the office manager to reconcile inventory regarding physical counts and receive inventory adjustment approval from the General Manager.
- Ability to research tag history to determine the root cause for inventory discrepancies, utilizing scan guns and computers.
- Able to navigate our system interface for adding/removing packs while verifying stock rotation.

## Qualifications:

- High school diploma or equivalent.
- 90% working outside, 10% in the office working with the Office Manager.
- Ability to work without direct supervision.
- Basic mathematical skills.
- Being able to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Proficient computer skills.

## ABOUT BIEWER

Biewer Lumber provides its customers with the highest quality lumber, superior service, and exceptional reliability. Our five fully automated sawmills, producing both SPF & SYP, are equipped with state-of-the-art technology. The Biewer family of companies also includes three treating and distribution facilities, two manufacturing plants, and a full-service logistics company. As a fourth-generation family owned company, Biewer holds the highest standards for its products, processes, and people.

## BENEFITS

Medical, Dental, Vision  
401(k) Match  
Paid Time Off & Paid Holidays  
Life/AD&D Insurance  
Flexible Spending Accounts  
Optional Short & Long-term Disability  
Optional Accident Insurance  
Employee Assistance Program (EAP)

## CONTINUOUS IMPROVEMENT

"Safety First" Manufacturing Operations  
Safety Committees & Employee Involvement  
Employee Engagement Surveys  
Ongoing Communication & Feedback  
Leadership Development  
Sound Forestry Practices  
Equipment & Operating Upgrades

## PERKS

Team Oriented  
Employee Appreciation Events  
Collaborative Atmosphere  
Tuition Assistance



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