

## **Logistics and Inventory Analyst Foster City, CA**

### **Position Summary**

Responsible for developing and implementing policies, procedures, systems and best practices with regard to inventory. Responsible for the overall logistics, operations analysis and evaluation of traffic information. Reports to the Manager of Supply Chain.

### **Responsibilities:**

- Schedules and revises shipment plans to ensure efficient distribution of products to satisfy customers.
- Analyzes inventory levels, production speed and product demand to determine reorder levels which will ensure product availability and minimize inventory costs.
- Monitors the accuracy of all inventory levels, resolving any errors as required. Responsible for coordinating physical inventories and cycle counts. Reconciles inventory records, publishes results, and develops solutions to eradicate problems
- Perform Inventory analysis and generate reports articulating analysis findings such as potential excess, obsolesce or excessive drive.
- Identify and manage channels for disposition of excess/obsolete inventory.
- Interface as required with other company personnel to assist as necessary in the inventory reconciliation process.
- Will identify logistics areas for process improvement and cost savings to ensure expectations are met.
- Collaborate with associates to improve efficiency, productivity and processes and coordinate a continuous flow of inventory.
- Responsible for maintaining, tracking and analyzing all inbound shipments, including working with carriers and the 3PL provider.
- Responsible for preparing statistical data for contract negotiations and participating in negotiations.
- Responsible for logistics budget center; maintaining cost analysis reports.
- Lead the analysis and provide statistical information on the tracking of product shipments, returns, and inventory.
- Evaluate existing capabilities and establish new systems and processes for the tracking, measurement, reporting, and analysis of all traffic.
- Coordinating Inbound / outbound traffic; ocean, sea, air and domestic. Maximizing the cost effectiveness of this function.
- Providing reports to management; inventory, distribution, freight.
- Shipping responsibilities via the different subsidiaries.
- Other special projects as assigned.

### **Experience/Qualifications**

- Related Bachelor's degree.
- Approximately 5 years of related experience in quality assurance, traffic and order fulfillment essential.
- Prior experience in ocean and domestic freight are essential along with understanding 3PL providers. International experience preferred.
- Must be a well organized person; capable of handling a variety of issues and assignments.
- Position requires strong analytical, interpersonal and project management skills. Must be able to work under pressure and meet deadlines.
- Some travel required.

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FRS recently signed an exclusive agreement with PepsiCo to distribute the entire FRS product line nationwide. More information can be found at [www.frs.com](http://www.frs.com).

Qualified candidates should send your resume to [careers@frs.com](mailto:careers@frs.com). No attachments please -- send your resume in the body of your email as attachments will not be opened.