



Peri & Sons Farms is seeking applications for a full-time **INVENTORY MANAGEMENT COORDINATOR** in Yerington, NV.

Position Summary:

This position is responsible for managing parts and equipment inventory in multiple locations, using the company's software platforms and within established procedures. Some of the job functions include:

- Ensuring inventory is ordered, received, and issued in accordance with company procedures.
- Preparing requisitions and purchase orders.
- Assisting with various aspects of the cycle-counting process.
- Assisting with establishing and tracking minimums/maximums in inventory system.
- Monitoring inventory and preparing reports.

Desired Qualifications:

Candidates must have at least a high school diploma or equivalent. Strong communication skills (oral and written), comprehension skills, computer literacy, and at least average mathematics skills are required. Lifting/carrying objects up to 50 lbs. Prior experience relating to inventory management is preferred but not required.

Physical Demands and Work Environment:

Physical demands are consistent with typical office work. Work is performed in an office setting and in or around packing sheds, mechanic shops, and other field settings. Typical work hours are M-F, 8:00am to 5:00pm; however, work outside these hours is occasionally required such as during peak seasons. Occasional travel to our company in Firebaugh, California may be required.

Compensation:

Starting base salary will be competitive and will depend on the candidate's qualifications. Eligibility for discretionary profit-sharing bonuses after 1 year. Information regarding the benefits package is available on our careers webpage: <https://periandsons.com/join-our-team>.

How to Apply:

Candidates may apply online from our careers webpage or by emailing a cover letter and resume to employment@periandsons.com. Hard copy applications are also available at 102 McLeod St., Yerington, NV. Applicants who require reasonable accommodations are encouraged to contact the company's Human Resources Department at humanresources@periandsons.com or 775-463-9904.

Peri & Sons Farms is an equal opportunity employer.