



5015 28th Avenue
Rockford, IL 61109
815-962-8700
www.obsidianmfg.com

Job Title: *Inventory Specialist*

Company Overview:

Obsidian Manufacturing Industries, Inc. is a leading manufacturing firm located in Rockford, IL, dedicated to delivering high-quality products and exceptional service. Our commitment to innovation and customer satisfaction drives our business, and we pride ourselves on fostering a collaborative work environment for all employees.

Key Responsibilities:

- *Manage and maintain accurate inventory records, ensuring stock levels are aligned with production needs.*
- *Perform regular inventory audits and reconcile discrepancies to maintain accuracy.*
- *Collaborate with various departments to forecast inventory needs and optimize stock levels.*
- *Coordinate receiving and shipping processes to ensure timely and efficient inventory movement.*
- *Assist in the implementation of inventory management software and practices to improve efficiency.*

Required Skills and Qualifications:

- *High school diploma or equivalent; a degree in Supply Chain Management or related field is a plus.*
- *Minimum of 2 years of experience in inventory control or warehouse management.*
- *Strong analytical skills with attention to detail for accurate inventory tracking.*
- *Proficient in Microsoft Office Suite and Google Workspace, and experience with inventory management software.*
- *Excellent communication and teamwork abilities to collaborate effectively with colleagues.*

We Offer:

- *Competitive hourly wage, this position is starting \$22/hour based on meeting minimum requirements*
- *Paid holidays*
- *Paid vacation plan*
- *Medical plan with Dental, Vision, and Life Insurance*
- *Retirement Savings Plan*

Obsidian Manufacturing Industries, Inc. is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.