



Job Title: Inventory Control

Reports to: Inventory Manager

Department: Inventory

Salary Range: DOE

A career at Skagit Horticulture is challenging, rewarding, and satisfying. We accomplish our goals when each individual performs to their full potential while contributing as a valuable team player with others in the organization.

Summary of Duties and Responsibilities: Intermediary between Sales, Production and Selection teams, providing accurate plant readiness, quantity, and quality information. Source of up-to-the minute information, including pictures, readiness and quality updates as needed. The individual is required to work outside in inclement weather twelve months out of the year exposed to the four seasons of Washington weather.

Position Summary:

- Ready to Ship updates, meeting weekly deadlines
- Readiness and quality updates daily and/or at request
- Ready dates up-to-date or as per Grower instruction
- Inventory Accuracy
- Accurate Locations
- Cycle Counts
- Participate in group crop reviews
- Lead and conduct facility tours
- Collaborate with other departments to ensure inventory procedures are handled correctly
- Clerical support and data entry required
- Inventory duties as assigned

Required Qualifications:

- Reliable and detail oriented
- Self-starter with the ability to prioritize heavy workflow
- Manage and prioritize multiple projects at once
- Ability to initiate and execute problem-solving
- Physical ability: standing, walking, bending, and lifting 50lbs as standard work
- Prepared to perform in adverse weather conditions
- Reliable transportation required for travel between local sites
- Strong communication skills and collaborative attitude
- Strong math skills (addition, subtraction, multiplication, division, percentages)





- Ability to work independently and as a team
- Willingness to work overtime, holidays, and weekends
- Efficient in computer systems, including MS Office, typing, 10-key

Preferred Qualifications:

- Experience in Horticulture Industry
- Bilingual in English and Spanish
- ERP/MRP experience
- LEAN training, or experience in LEAN workplace
- Forklift experience

Benefits

Skagit Horticulture offers an excellent benefits package including medical, dental, vision, 401k, and 8 paid holidays.

