

Inventory Specialist - Colfax, WA



Dedicated People Who Care.

The McGregor Company serves growers in Washington, Idaho and Oregon with the seed, crop inputs, equipment, services, research, and advice needed to raise healthy, sustainable crops.

We are currently seeking an Inventory Specialist to join our team in Colfax. Reporting to one of our Staff Accountants, the Inventory Specialist will be responsible for supporting the inventory function of the organization and acting as the supplier pricing and programs administrator.

Responsibilities:

- Handle paperwork and procedures to ensure an efficient and accurate inventory management system.
- Review and process inventory transfers, returns, and receivings to ensure the accuracy of inventory.
- Set up new products and blend codes when appropriate.
- Support Service Managers, Bookkeepers, Customer Account Specialists and Service Centers in AgOS on a daily basis.
- Research and resolve inventory issues with vendors or branches; demonstrating a high level of professionalism through in-person, telephone, mail or email communications.
- Perform Month-End balancing and reporting requirements.
- Maintain crop protection pricing and accrual directory.
- Monitor net pricing from supplier.
- Monitor new CPP item code creation; verify UOM and accrual statuses.
- Work with Director, Crop Protection to reconcile year end rebates from suppliers.
- Reconcile monthly sales reporting for Crop Protection products.
- Track outstanding payments from Suppliers.
- Provide back up and support to other accounting personnel as needed.
- Other duties as assigned.

Preferred Qualifications:

- Two-year college degree in a business-related field preferred.
- Accounting experience in agriculture industry.
- Experience with Microsoft Dynamics GP.

Wage:

- \$18.00-22.00, depending on qualifications and experience

**Application available on the Careers page at www.mcgregor.com
To apply send completed employment application to hr@mcgregor.com**