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## **INVENTORY CONTROLLER - CAPE TOWN**

Spark ATM Systems is South Africa's premier independent ATM deployer installing convenience ATM's into shopping centre, retail, petroleum, leisure and hospitality locations countrywide. The Company is owned by Cardtronics plc, the world's leading ATM deployer operational in 10 countries and listed on the Nasdaq Stock Exchange (CATM) in the USA.

The Company seeks a strong-willed, energetic and skilled Inventory Controller to join our dynamic and fast-paced work environment. Based in Paarden Eiland, the successful candidate will ensure effective tracking, maintenance and movement of equipment, goods and materials. Reporting into the finance department, this individual will also be responsible for enforcing company inventory processes and stock control best practice.

### **RESPONSIBILITIES:**

- The main function of the incumbent involves supply chain, inventory and logistics management
- Order, receive and dispatch stock to the relevant locations
- Manage ATM and ATM parts requisitions and logistical services (courier, transport, etc.) to and from ATM sites and technicians
- Oversee the ATM parts and consumables function, including the collation and maintenance of all incoming and outgoing stock and documentation in the Pastel Evolution stock module
- Negotiate prices and terms with suppliers, vendors, or transport companies, where applicable
- Engage with suppliers to discuss performance metrics, to provide performance feedback, or to discuss forecasts or changes
- Ensure that all new company material, consumables and stock are entered and updated into the company Inventory Control system and packed in the storeroom on designated shelves
- Select transportation routes to maximize economy by combining stock movement and consolidating workshop and distribution
- Reconcile inventory movement reports to Pastel Evolution daily
- Make use of reports to validate any out-of-stock issues
- Ensure that all company material and stock is returned timeously
- Ensure that all courier documentation and tracking information is in compliance with the company procedure
- Enforce and refine company inventory processes and stock control best practice
- Provide reports and information in relation to all equipment and stock when requested by management

### **PROFESSIONAL REQUIREMENTS:**

- Grade 12
- Relevant tertiary qualification is essential

Spark ATM Systems (Pty) Ltd

Spark House, 31 Transvaal Street, Paarden Eiland, Cape Town, 7405  
087 750 1000 info@sparkatm.co.za www.sparkatm.co.za

Company Registration Number: 2005/030567/07  
VAT Number: 401 022 4790

Directors:

M Sternberg, R Berman, M Terry (UK), J Hile (AUS), D Bolton (UK)



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- Minimum 4 years' prior experience in a similar Inventory Controller position is required
- Experience working in Pastel Evolution Inventory Module is advantageous
- Fully computer literate with solid MS Excel experience is required

**COMPETENCIES:**

- Have a passion for excellence in all aspects of their career
- Possess strong communication and people skills
- Possess the ability to follow procedures and have a structured approach to problem-solving
- Be organized, motivated and able to manage time effectively
- Be goal orientated, deadline driven and ability to perform under pressure
- Be an individual with high attention to detail and good analytical skills
- Be responsible, reliable, and have a high degree of personal integrity

The company is offering a competitive salary and benefits, rewarding work environment, full product knowledge and exciting career growth opportunities for the right candidate. Remuneration is negotiable depending on your skills and experience.

Interested parties should email a concise CV and covering letter, outlining why you feel that you are suited to the position, with the subject line: INVC1217 and your name to [jobs@sparkatm.co.za](mailto:jobs@sparkatm.co.za).

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