

# Inventory Control Specialist (Split Shift)

## Job Posting

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**Application Deadline:** Until Filled  
**Eligible Candidates:** Internal and External Applicants  
**Scheduled Days:** Sunday, Monday, Thursday, Friday  
**Scheduled hours:** 5:30 am to 4:00 pm  
**Department:** Inventory Control

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### **Responsibilities for this position include:**

- Ensure retail receives perfect pallets.
- Tracking misplaced items.
- Performing quality audits for selection.
- Checking inventory levels.
- Other duties as assigned.
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### **Candidates for this position should possess:**

- Excellent attendance.
  - Excellent arithmetic, problem solving, and analytical skills.
  - Heavy lifting, bending, and twisting.
  - Flexibility with schedule/hours.
  - Good communication and decision-making skills are essential.
  - Ability to operate all warehouse equipment as needed.
  - Experience using Microsoft excel, word and e-mail is important.
  - Knowledge of general distribution center/warehouse operations is helpful.
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**Internal Candidates:** Internal application to Team Services.

**Additional Information:** Contact Team Services, John Harris, or Rhonda Simonson at (801) 786-8857.