



JOB POSTING



INVENTORY ANALYST **APP17-02**

Canadian Royalties Inc. (CRI) owns large claims of nickel, copper, platinum and palladium in Nunavik (Northern Quebec). As part of its operations, CRI is looking for qualified and highly motivated talents to join its team.

EMPLOYMENT STATUS: PERMANENT	NUMBER OF JOB OPENING: 1
DEPARTMENT: PROCURMENT	WORK LOCATION: EXPO (NUNAVIK)
WORK SCHEDULE: The normal work schedule is on a rotation of 6 paid weeks: 3 weeks worked (77 hours per week, 7 days a week) followed by 3 weeks of rest.	
POSTING PERIOD: FROM NOVEMBER 10TH TO NOVEMBER 24TH, 2017	

SUMMARY OF RESPONSIBILITIES:

Reporting to the Senior Purchasing Supervisor, the Inventory Analyst develops and implements tools and procedures to measure analyze and increase the efficiency of inventory management. His main responsibilities are:

- Responsible for the accuracy of all inventory data and forecasts;
- Approval of new requests for stock items ;
- Develops and implements systems and procedures for inventory management;
- Builds and maintains the parts catalog according to established standards;
- Establishes and reviews product minimum and maximum inventory levels according to criticality, price, service level, lead time and delivery methods;
- Develop, produce and analyze different reports to optimize inventory and facilitate decision-making.

REQUIRED QUALIFICATIONS

- University Bachelor's degree in supply chain, finance or other related discipline;
- Minimum of 3 to 5 years' experience in inventory management ;
- Effective negotiation skills; must have excellent attention to detail;
- Advanced or expert level knowledge of Excel, especially for manipulation and analysis of large files (PivotTable, VLOOKUP, etc.);
- Proficiency in computer software programs and databases such as Guide TI an asset;
- Excellent knowledge of Microsoft Office Suite;
- Bilingualism (English/French).

SKILLS AND APITITUDES

- Compliance with regulations, health and safety rules, and the environment;
- Willing to work in an multicultural team and environment;
- Skills in developing and maintaining good relationships and a customer first approach;
- Desired attributes: dynamic, autonomous, positive, flexible, versatile and strong organizational skills;
- Able to work well under pressure.

Interested persons who wish to apply for this job must send their resume complete with a letter of motivation and all pertinent skills and job attestations by email to emplois@canadianroyalties.com by **November 24th, at 4:00pm.**

Only the persons selected for an interview will be contacted.