



VACANCY

International Poultry Breeders (Jamaica) Limited, a subsidiary of the Jamaica Broilers Group of Companies, **located in Caentabert, St. Ann**, invites applications for the position of:

Flock/Inventory Coordinator

The ideal candidate will be responsible for the efficient and accurate maintenance of the inventory systems for Litter and Stores, as well as for the flock management system. He/she will also be responsible for the administration of the motor vehicle fleet for International Poultry Breeders (Jamaica) and should possess the following essential qualifications and skills.

- Certificate Level 1 Stage of ACCA or equivalent qualification from a recognized professional body or tertiary institution.
- Certificate in inventory management.
- A Diploma in Business Administration from a recognized institution would be an asset.
- Sound knowledge of inventory control systems and fleet administration principles and techniques.
- Working knowledge of accounting procedures and practices.
- Excellent customer service, human relations and analytical skills.
- Basic knowledge of safety standards and HACCP principles.
- Competence in Microsoft Office Suite and other computerized systems and software.
- Good oral and written communication skills.
- Minimum of three (3) years' experience in inventory control, accounting or related discipline, along with one (1) year customer service experience.

Applications in writing outlining qualification and experience should be sent no later than **Friday, March 31, 2023 to:**

The Group Human Resources Manager

Group Human Resources Department

Jamaica Broilers Group Limited

McCook's Pen, St. Catherine

Email: grouphr@jabgl.com **or Website:** www.jamaicabroilersgroup.com

We thank you for your interest, however only short-listed applicants will receive a response.