



CAREER OPPORTUNITY

COATINGS TECHNICIAN: CORROSION SOLUTIONS

EDUCATION

1. At least 5 O'Levels, two of which must be English and Mathematics.
2. Computer proficiency in Microsoft Suite of applications necessary.

EXPERIENCE/ SPECIAL SKILLS

1. At least two (2) years in similar work environment.
2. Inventory Management will be an asset.
3. Knowledge of Industrial Coatings will be an asset.

INVENTORY MANAGEMENT RESPONSIBILITIES.

1. Provide complete supervision of the Industrial Coatings order fulfillment process, from receipt of customer P.O. to the delivery of the order.
2. Ensures all orders for customized paint are prepared according to O.E.M specification and on a timely basis.
3. Ensures all Jobs are properly documented in a job card and forwarded to relevant CSR for updating on the WIP system.
4. Prepares all local and foreign stock orders for approval by the Corrosion Solutions Manager.
5. Validates all incoming shipments ensuring quantities received are in alignment with Supplier invoice and company purchase order.
6. Oversees the proper storage, handling and rotation of all stock, employing the FIFO system.
7. Plan and execute monthly inventory cycle counts and reconcile all variances.
8. Prepares monthly inventory reports detailing WIP values and inventory movement.
9. Plan and coordinate daily operational activities with line manager.
10. Completion of job cards, delivery notes, transfer forms and other internal documents.
11. Perform any other job duties as required by the job function.

Applications must be emailed to talent@roscopro.com by Tuesday 17th July, 2025

Please include email Subject: **COATINGS TECHNICIAN: CORROSION SOLUTIONS**

LOCATION: GUYANA