



Inventory Manager

Location: Sydney, NS

Term: Permanent, Full-Time

Anticipated Start Date: As Soon As Possible

- Join a company that has completely revolutionized custom manufacturing for engineers and designers all over the world.
- Use your skills and proven experience in inventory control to effectively manage Protocase's inventory system in order to meet crucial business deadlines.
- Be rewarded with a competitive annual salary and great benefits, including medical, dental, pension plan, and more.
- Live and work in a community that has quick commutes, affordable homes on generous plots of land, beautiful scenery and friendly people.

About Protocase Inc

Established in 2001, Protocase Inc is a rapidly expanding company that focuses on combining advances in software with innovative manufacturing techniques to offer unique custom manufacturing to the engineering, design, and research industries. Using the expertise and dedication of 140 employees (and counting), Protocase is proud to have a client base of more than 12,000 customers throughout North America and around the globe. Customers include Boeing, L3, Raytheon, Google, Apple, Microsoft, NASA, MIT and many more.

We are proudly ISO:9001 certified and AS9100D registered, as well as ITAR compliant and registered with Canadian Controlled Goods.

To learn more about the company, visit <http://www.protocase.com>.

About the Opportunity

Protocase is currently seeking an **Inventory Manager** to join its team in Sydney, Cape Breton, Nova Scotia. Because we are an ultra-lean manufacturer focused on fabricating custom sheet metal and CNC machined products in 2-3 days, Protocase's inventory of materials, fasteners and accessories is absolutely imperative to our ongoing success.

As the **Inventory Manager**, you will use your analytical mind, strong attention to detail and sense of urgency to ensure our company's inventory system and levels continue to run according to our procedures and business requirements.

Your duties will include:

- Maintaining stock levels of all relevant materials, components and accessories
- Implementing processes and procedures that help streamline and improve our inventory system
- Overseeing Protocase's receiving process
- Working with vendors in various industries

From time to time, you will be required to assist with various projects within the administrative team, including shipping and receiving initiatives.

Essential Skills:

- Education: Completion of a degree, certificate or diploma in a relevant subject matter
- Three or more years' experience in a inventory/logistics setting (experience in an industrial environment would be a major asset)
- Critical thinking and problem solving skills
- High attention to detail
- A strong sense of urgency
- Excellent verbal and written communication skills
- Ability to work independently

About the Benefits:

Besides **an annual salary that ranges between \$34,500 and \$51,000**, you will also enjoy the following benefits:

- Medical, Dental, Life Insurance, Group Insurance Benefits, cost-shared YMCA membership and Pension Plan (RRSP and DPSP) after six months
- Two weeks' vacation (three weeks' vacation at three years of employment; four weeks' vacation at five years)
- Regular social events, including go-karting, learning lunches, golf tournaments and seasonal parties

Although our business is growing, our team remains supportive, inclusive and tight-knit. Continuous improvement has always underpinned our success and we actively foster an environment of open communication, creative collaboration and the sharing of ideas.

How to Apply:

- Email your resume to employment@protocase.com (Please specify "**Inventory Manager**" in the subject line)
- Drop off your resume at our main building – 46 Wabana Court in Sydney, NS, between 9:30 AM and 4:30 PM