**The difference is you.** Because exceptional solutions require exceptional people. We are looking for committed and self-motivated support for our Inventory & Logistics team, based at our Banbury UK offices.

**Inventory & Logistics Administrator**

Kärcher (U.K.) Ltd are looking for an **Inventory & Logistics Administrator** to assist internal and external colleagues with stock related queries and to create and maintain our SAP database records for the Inventory & Logistics department.

The key responsibilities of this role will be to accurately input data via the SAP database, i.e. booking inventory, processing orders/queries, claims/returns to vendors, material creations and locations and relocations into and out of storage areas. The **Inventory & Logistics Administrator** will also produce weekly and monthly stock reports for distribution to the business.

We are looking for a highly numerate, methodical individual who can demonstrate they have a good understanding of this type of environment and who will be comfortable conversing daily with German colleagues and national vendors to process order and queries. A good standard of Microsoft Excel is essential and a knowledge of SAP would be advantageous, although training will be given.

Kärcher (U.K.) Ltd are able to offer a competitive benefits package, career development and the Company will be relocating to brand new, purpose-built premises during 2016, within Banbury. This is a full-time position, Monday to Friday – 0830 hrs – 1700 hrs.

Please send your application, to include a CV and a covering letter, to [recruitment@karcher.co.uk](mailto:recruitment@karcher.co.uk) for the attention of **Jo Wheeler, HR Advisor** or call 01295 752162 for further details.

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