



INTEGRATED SUPPLY SUPPORT SPECIALIST - SUPPLY CHAIN / CSR FUNCTIONS

Motion is a premier industrial solutions company for industry in North America. From automation to inventory management to parts repair and fabrication, Motion's many services are key to keeping our customers' sites running at maximum efficiency.

We are currently seeking a **SUPPORT SPECIALIST/CSR** to assist in providing on-site support to meet the specific goals of our customer, located in Canton NY. This position is a regular, frequent point of contact and requires a strong, effective customer service capability along with the ability to troubleshoot customer concerns. Experience in identifying supply chain business opportunities/strategies/negotiating skills.

JOB SUMMARY:

- Perform Daily Cycle Counts • Storeroom Replenishment Orders
- Review PO acknowledgements to ensure accurate delivery of goods, and make changes as necessary
- Finding alternate stock when product is not available (obsolescence)
- Ability to learn and demonstrate proficiency in part identification
- Interaction with internal and external customers and suppliers
- Expediting Orders, Item changes, Vendor returns, Invoice Resolution
- Replenish Vending Machines, perform other duties as assigned
- Ability to prioritize customer's needs, multi-task, be well organized and have effective time management skills
- Proficient Computer skills: Windows, Microsoft Office Suite, Inventory Management Systems

Please email dominick.feocco@motion-ind.com.