

The Nivelles Service Center (NSC) in Belgium provides engineering and field services to the nuclear power utilities in Europe and worldwide. The Nivelles entity incorporates Westinghouse's European Service Center, a fully-licensed Class 2 nuclear facility supporting our field service efforts at European operating reactors. Westinghouse Electric Belgium employs a multinational workforce of about 200 people.

Inventory Control Specialist

Technical/Academic Qualifications and Experience Required

- Bachelor degree in Logistics, Inventory, Supply Chain Management or equivalent by experience.
- 4+ years professional experience preferred in storeroom/inventory management
- Knowledge of MRP inventory process – Experience of MRP in SAP is a plus
- Technical knowledge of electrical spare parts is a plus
- Forklift driving experience / certification
- Good knowledge of English
- Customer and team spirit, flexibility, open mind

Job Specifications and Duties

- Determine delivery point, packaging and/or method for handling of materials
- Load and unload shipments using required equipment such as dolly, pallet trucks, forklift, etc.
- Track and monitor incoming/outgoing shipments and inventoried materials, Complete associated manual and computerized forms/logs. Register goods movement in SAP.
- Reconcile receiving discrepancies with requisitioners as identified by Accounting and submit activity reports as required.
- Fill Storeroom requisitions and make deliveries of materials.
- Assist in checking and stocking Storeroom items.
- Replenish Storeroom items in assigned bins as required.
- Maintain a clean and safe working area by following established housekeeping routines, etc.
- Execute the cycle and physical counting and manage shelf life of defined items.



Westinghouse Electric Belgium

Human Resources
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Job Specifications and Duties (2)

- Work in close collaboration with maintenance, field operations and purchasing team.
- Participate actively in the duty (astreinte) process
- Participate in the elaboration of the safety stock and reorder point, obsolescence process and the quality control process.
- Participate in implementation of process and system improvements to optimize inventory planning and scheduling functions.
- Ensure on-time performance against project plans and schedules to respect customer expected delivery date.
- Perform other related duties as assigned.

Other Requirements

- Customer contact:
- Management Capabilities:
- English, French:

- Critical
- Essential
- Spoken

- Important
- Preferred
- Written

- Slight
- Not Essential
- Read



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