



Position Description

Job Title:	Inventory Controller
Office:	Pembroke Dock, Wales
Employment Type:	Permanent Full Time
Salary:	To be negotiated
Start Date:	March 2020
Line Manager:	Chief Operations Officer

Company Overview

Founded in 2012, Bombora is an award-winning ocean energy company with origins in Perth, Western Australia, now based in Pembroke Dock, Wales. Our innovative mWave converters deliver environmentally friendly, large scale energy for national electricity grids. Bombora wave farms can be deployed in coastal locations throughout the world. Bombora strives to create renewable energy solutions with a positive impact on our environment and our community.

Profile Description

Bombora is seeking an Inventory Controller to support the Operations and Maintenance (O&M) of the company's ground-breaking wave energy technology. The preferred candidate has experience of managing inventory in an engineering environment. The role is based out of its Pembroke Dock offices and will commence with the assembly of the first mWave device.

Main Responsibilities

- To unload and sign for any deliveries.
- To book in goods received through our in-house computer system.
- To place goods received into the correct locations and record.
- To provide the workshop with the correct components in accordance with the work schedule.
- Maintain the cleanliness of the workshop.
- Conduct inventory checking on a weekly basis.

Qualifications & Experience

- Experience of managing inventory in an engineering environment.
- Experience of maintaining spreadsheets.
- Should hold a counterbalance forklift licence.
- Full and Current EU Drivers Licence.

Required Competencies

- A strong team player.
- Effective technical communicator. Good spoken and written English.



- Good attention to detail and ability to adhere to procedures.
- Good IT skills (Microsoft office).
- Should be physically fit and active.
- Ability to self-motivate, work independently and proactively.

Line of Reporting

The Inventory Controller reports directly to the Chief Operations Officer.

How to Apply

Applicants should submit an up to date CV together with a covering letter explaining why you are interested in the role and what relevant experiences you have. You should also provide names and addresses of two people that will act as your referees, one of which should be a business/professional contact. We will only approach them if you are invited to interview.

Applications should be emailed to recruitment@bomborawave.com. Please list the job title in the subject field. Closing date for applications is 4pm Friday 6th March 2020.

Further Information

Bombora is an equal opportunities employer and has a proactive approach to parents with childcare responsibilities.

We also actively support Welsh language speakers and on request we can provide any of our documentation in Welsh. Please visit our website for further information.