

# United Kingdom Jobs Expertini®

## Administrator (Temporary)

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Company: Page Personnel

Location: Old Kilpatrick

Category: other-general

UrgentGlasgow About Our Client A leading company in their field Job Description Assist the stock controller in the purchasing of production components from suppliers using Sage x3 ERP. Follow up on correspondence from suppliers, amending orders and MRP data to maintain component, inventory and PO accuracy. Assist production in the purchasing of unexpected shortages as and when they crop up.

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