

SYSTEMS COORDINATOR II

Project Services

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High Steel Service Center LLC, a recognized leader in the steel industry, has an opportunity for a Systems Coordinator in its Purchasing Dept. This position is responsible to verify production of work orders while maintaining inventory integrity with tracking scrap, allocations and restock costing. In addition, this position provides computer systems support including report generation and end-of-month processing. This role will also assist in handling quality claims and may also be involved with buyer planner activities.

The successful candidate will possess:

- 4 Year college degree preferred.
- APICS certification beneficial.
- Strong math aptitude and problem solving abilities.
- Demonstrated computer knowledge and experience.
- Working knowledge of Microsoft Excel, Google Mail and other Microsoft programs.

High Steel Service Center LLC offers competitive compensation and a comprehensive benefit package. Qualified applicants are encouraged to apply online at www.High.net or follow this link: <https://www.cytiva.com/high/ext/search.asp>.

