



Birdseye



#JOB-2424251



Birdseye Ireland, Ballinalee Road, Longford,
Co. Longford, N39 HC64



No of positions : 1



Paid Position



40 hours per week



35000.00 Euro Annually



11/12/2025



08/01/2026

How to apply

Application Method :

Not available



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online



Materials Co-Ordinator

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Job Role:

Reviewing upcoming production plan, identifying material risks, or possible requirements for shortdating. Communicating this and updating orders accordingly.

Reviewing material usages / variances in previous runs , supplying data to production team on variances. (using unilab system to compare usages vs sap where issues arise).

Daily/weekly stock taking on ingredients consumed or on ingredients where variances show a missing issue or return by production and correcting error on behalf of production.

Generating Sauce orders for the sauce team.

Monitoring blocked stock and updating batch data where there is a need to update status, ie extension from another site not applied in our plant etc.

Addressing issues raised by stores regarding with receipting goods in, goods receipt from orders or other errors arising from sap / colos usage in the stores area.

Technical completion of all production orders on a weekly basis.

Monitoring and correction of COGI errors as they arise over the week, identifying reason and correctly resolving.

Assisting in Quality traces where required.

Perform 6 monthly stock takes to SOX standards.

Responsibilities & Accountabilities

Deliver correct stock levels on SAP vs physical and follow up on issues that will leave these incorrect.

Support midyear and end of year stock counts , ensuring stocks are correct and reflect right with physical stocks.

Support training where required with new users on SAP system.

Support group projects the require input at this level, ie SAP upgrades.

Qualifications & Previous Experience

Excellent computer skills, basics of Word, Excel, Outlook etc for day to day usage.

Previous SAP experience.

SAP EWM experience would be desirable but training will be given to the right candidate.

Knowledge & Skills

Be a problem solver – Essential.

Good interpersonal skills – proven ability to work effectively on a team and with other departments.

Strong communication skills.

Well developed analytical, numerical and computer skills – Essential.

Cost awareness

PC / SAP skills.

Works efficiently and gets through a steady workload, completes tasks assigned in timely fashion

Able to complete tasks without being monitored and sometimes be willing to work on tasks outside of the main responsibilities where needed to help achieve company goals.

Competencies:

Never gives up. Relentless, proactive focus , fast learner willing to adapt to new processes.

Use thinking skills to analyse, decide, prioritise and plan.

Works with colleagues to do what is best for the Company as a whole, ahead of divisional, department or personal goals.

- **Sector:** manufacturing

Career Level

- Experienced [Non-Managerial]