

Production Planner

JOB TITLE	Planner	SALARY	25-30k
MAIN PURPOSE OF POST:	Schedule work through machine shop, inspection, stores, from and to sub con		
REQUIRED SKILLS AND EXPERIENCE	<ul style="list-style-type: none"> - Experience working in machining/production environment - Highly organised - Flexible, can respond to last minute changes - Can replan to accommodate customer expedites - Good collaboration with peers - Quick and professional feedback to customers - Ability to liaise with external supply groups; - Ability to work individually and as part of a team; - Ability to work under pressure; - Ability to use initiative. 		
JOB SUMMARY	<ul style="list-style-type: none"> - From Sales Order Book, create production schedule for the factory - Create worklists by machine/department as necessary - Manage machine/labour capacity to anticipate overloads and work with cell leads to offload, plan OT - Respond to last minute changes, expedites, scrap/rework - Report OTD for individual customers and overall - Run (minimum) weekly production meeting 		
QUALIFICATION	<ul style="list-style-type: none"> - None 		
EXPERIENCE	<ul style="list-style-type: none"> - Working with customer PO/Sales Orders - Understanding flow of material through manufacturing - Collaboration with others 		
OBJECTIVES/ MEASUREMENT	<ul style="list-style-type: none"> - Customer OTD >95% - Level Loading machines - Highlight machine overloads 		