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# Example of Demand Planning Job Description

Our growing company is looking to fill the role of demand planning. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for demand planning

* Take ownership of monitoring on-site inventory, shipping documentation, commercial invoices and monitoring the internal database to ensure synergy of all processes
* Create data queries and reports
* Ad Hoc research as necessary
* Analyzes changes to key business drivers and shapes those findings into a meaningful business story to drive decision making
* Maintains forecast accuracy metrics at various levels from product family to individual SKU and takes action to drive continuous improvement at all levels of the forecast
* Develops accountability for demand management through performance measures and provides feedback to the participants in the process
* Owns SIOP KPI’s and drives accountability to process maturity through cross-functional teams
* Collaborates with Materials Management and Operations to achieve division goals for inventory, excess and obsolete reduction initiatives, and customer on time delivery
* Enter orders for intercompany transfers in ERP system
* Enter consignment and monthly bill orders in ERP system

## Qualifications for demand planning

* Knowledge familiarity with an SAP operating environment, MRP and E-procurement knowledge a plus
* Ability to understand and explain forecast at multiple levels category, brand, segment, SKU, Account
* Partner with cross functionally with commercial to generate baseline and promotional forecasts with high accuracy across relevant categories
* Challenge Sales/Marketing input to forecast and ensure that the volume and value forecast are aligned, understood and agreed across all business units
* Strong working knowledge of systems (Excel, Access)
* A high level understanding of the product