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# Example of Manager Production Planning Job Description

Our innovative and growing company is searching for experienced candidates for the position of manager production planning. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for manager production planning

* Coordinates interdepartmental activity with quality assurance, manufacturing, purchasing, engineering, inventory control, traffic
* Develop, coach, and guide team in the execution of strategies and the realization of departmental and company goals
* Develop master schedule for multiple repair types to fulfill over demand for a variety of channels
* Plan daily/weekly production for high volume repair based on Master Schedule requirements
* Develop/create production plans to meet customers’ demands
* Controlled release of work orders to production to cover schedule requirements
* Monitor and adjust plans to meet high dollar level inventory investment targets and turns
* Balance schedule requirements with production capacity and adjust schedule as required to align with capacity and constraints
* Provide accurate daily, weekly, and monthly feedback on production status (against work orders and schedules)
* Analyze trends to forecast demands and develop or modify master schedule

## Qualifications for manager production planning

* Willingness to assist in additional job duties as assigned by Management is vital
* Bachelor’s degree in Finance/Accounting, Business, or MIS
* Experience with requirements gathering, integrative thinking, process definition, and deployment of business requirements to information systems
* Advanced knowledge of Hyperion Essbase and/or Planning is required (modeling Essbase cubes, building ad-hoc queries, report scripts, calc scripts, data load rules)
* Planning, preparing, and controlling production schedules
* Coordinating with Engineering, Manufacturing, and Supply Chain to ensure a controlled flow of approved material timed to meet production requirements