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# Example of Manager, Supply Planning Job Description

Our company is growing rapidly and is looking for a manager, supply planning. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for manager, supply planning

* Develop strong customer relationships within the region with key business stakeholders and play a key role in driving success in product execution and delivery
* Maintain employee development plans, performance reviews and succession plans for their staff and will work with other managers to continually develop organization design improvements for the department
* Be an active leader and participant to ensure execution of regional initiatives as it pertains to the recruitment, development and retention of talent in the region (e.g., selection, performance management, succession planning, development planning, retention planning)
* Develop and maintain Master Schedule based on forecast
* Analyze finished goods requirements and interface with Supply Chain personnel to ensure that the quantities of on-hand components/materials are sufficient to meet the production and shipping schedules
* Monitor back log report and finished goods levels
* Analyze Production specifications and plant capacity data in order to drive and manage requirements
* Interface with other departments and/or suppliers to identify, communicate and resolve production, scheduling or materials related problems
* Define, update and maintain supply chain management policies and data impacting inventory levels, batch sizes, safety stocks and reorder points
* Own Supply Chain input to Change Management process including ECO review and sign off

## Qualifications for manager, supply planning

* Strong ERP system and global planning experience
* High flexibility and able to work in a fast paced environment
* Manage schedules and process for regulated product
* Recommend and implement new or improved materials, scheduling or order fulfillment processes
* Bachelor’s degree in business or related field with 8 years materials planning and inventory control experience including at least 5 years working with multiple product lines
* Develop a communication strategy across the internal and external sites that have bulk transfers or dual sourced codes in order to streamline and improve overall planning processes