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# Example of Manufacturing Planner Job Description

Our innovative and growing company is looking to fill the role of manufacturing planner. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for manufacturing planner

* Monitor, analyze and report performance to the production schedule using information derived from JDE MRP/MPS modules
* Maintain all master planning data in JDE system pertaining to accurate MPS and MRP execution
* Participate in the development and implementation of systems and processes to ensure optimal conversion of the LRP into detailed production plans
* Provide status of work in progress, material availability, and potential production problems to ensure that personnel, equipment, materials, and services are provided as needed
* Schedule ACS production areas as assigned
* Perform Cost Point transactions as necessary
* To utilise the tools available
* Use Excel to track metrics such as schedule adherence and group metrics like OEE, yield, run rates
* Troubleshoot problems from the user side for the internal database used to process orders
* Liaison with customer service

## Qualifications for manufacturing planner

* 2+ years relevant experience in manufacturing planning
* Bachelors or Masters Degree or University Degree or equivalent (ideally in a technical field)
* Effective communication with respect to deliverables
* Previous experience in working within a GMP manufacturing environment
* Strong Leadership Skills/Knowledge of management in a union environment (union guidelines, policies, ) and demonstrated leadership skills to manage represented and non-represented personnel
* Customer service-oriented and able to provide innovative solutions to complex problems