Downloaded from <https://www.velvetjobs.com/job-descriptions/planner-production>

# Example of Planner Production Job Description

Our innovative and growing company is looking to fill the role of planner production. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for planner production

* Review firm and forecast MRP driven production requirements using Visual Manufacturing
* Assist with export shipping responsibilities
* Schedule delivery van runs with driver and vendor
* Manage SDS compliance activities
* Manage relationships with multiple vendors and ensure that vendors are fulfilling their contracts
* Develop positive relationships and trust with internal and external customers
* Operational Support for Sales Reps/FSRs
* Creates a Material Acquisition Plan by analyzing the inventory requirements and determining the critical path materials and subassemblies
* Follows department and Quality procedures, work instructions and forms as required
* Understands and actively participate in Environmental, Health & Safety (EHS) responsibilities by following established EHS policies, procedures, training and team member involvement activities

## Qualifications for planner production

* Bachelor’s Degree in Business, supply chain, or a related field, or equivalent experience
* Bachelor’s Degree in business, supply chain, or related field, or equivalent experience
* Bachelor’s degree in Business, Engineering, Chemistry, Logistics or related discipline
* JDE and SAP experience
* 2-3 years related experience in Production planning or analyst
* Business English fluent Italian skills are required