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# Example of Planning & Control Job Description

Our innovative and growing company is hiring for a planning & control. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for planning & control

* Coordinate availability of production capacity with production supervision
* Run MRP planning to drive requirements for components and handsets
* Identify KPIs impacted by demand-planning activities and outputs
* Supervise purchase requisition activities
* Develop and establish document controls to ensure accuracy of forecast
* Direct responsibility for up to 10 professional level staff
* Review forecasts for independent demand items
* Monitors and manages master demand schedule
* Responsible for creating, managing and maintaining the Master Production Schedule
* Follows up on the progress of orders and expedites as necessary to insure orders will be shipped on time

## Qualifications for planning & control

* Management experience, ideally across more than one team – the successful post-holder will be leading a team of over 45 staff – in several teams of varying size and function
* Commercial acumen and the ability to increase the turnover of a commercial planning and building control service
* Bachelor’s degree with a minimum of 10 years of production planning, supply chain or related experience
* Bachelor degree in engineering, operations, supply chain management, business or a related field
* Minimum 2 years’ experience in demand planning in a manufacturing or retail company
* Experience in leading and developing a large growing entry and senior level staff