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# Example of Planning Support Job Description

Our company is growing rapidly and is looking for a planning support. 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 planning support

* Act as internal consultant for the Supply Chain Logistics – Global Planning teams
* Provide subject matter expertise in Oracle Manufacturing & Planning modules
* Collect and analyze business requirements for Oracle Manufacturing & Planning modules during implementation projects
* Assist in design, development, testing and implementation of Oracle Manufacturing & Planning modules during projects
* Research and effectively document the Oracle localization impact on the ENP global design
* Leads cross functional projects and strategic initiatives in support of USMA EG’s goals
* Day to Day support of Service centers queries
* Ensure production support service for multiple product engine capability functions and technical scope
* Manage vendor service delivery via robust operational performance and contractually defined metrics(KPI’s)
* Partner with solution delivery teams to implement change and enable the production support capabilities that support these changes

## Qualifications for planning support

* Must be proficient in Outlook, Excel, PowerPoint and Word
* Advanced proficiency in Excel including advanced modeling and data mining capabilities required, Word and PowerPoint
* Client support experience either in Balance Sheet or capital
* Understand and demonstrate a basic knowledge of other RJ systems other third party Vendor applications, such as Morningstar and Hidden Levers
* Takes ownership of and independently handles the resolution of escalated issues and complex problems
* Demonstrate ability to work independently to solve problems