



Example of Capacity Planning Job Description

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Our growing company is looking to fill the role of capacity planning. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for capacity planning

- Master the QC demand and planning processes and related tools
- Follow-up of the planning output and anticipate delivery issues
- Have a complete view on the expectations of the demand channel for product and non-product related activities and anticipate any unattended QC work
- Give feedback on progress and issues to the QC customers on a regular basis
- Manage the generation of short, medium and long range forecasts for all supported groups within designated lines of businesses
- Analyze trends, gather inputs from functional areas and apply changes to forecast models
- Scopes impacts for future based initiatives, providing recommendations for timing and associated forecasts
- Manages biannual shift selection process, provides shifts for new hires/transition and annual vacation selection process
- Provides superior client/employee experience & strengthen relationships with center managers and the finance team
- Establish and monitor business plans and objectives

Qualifications for capacity planning

- 10+ years of relevant IT industry experience (compute, networking, storage, application development)
- 7+ years experience in customer-facing positions as a business manager, or

- Proven track record of business management including conducting capacity planning and forecasting for a large workforces
- Bachelor's degree in supply chain, engineering, math, computer science, supply chain management, or a related field
- Strong verbal and written communication skills are crucial, the ability to think clearly, analyze quantitatively, problem-solve, and prioritize
- Experience in Infrastructure or Technical Operations