



## Example of Material Planning Job Description

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Our company is growing rapidly and is looking to fill the role of material planning. To join our growing team, please review the list of responsibilities and qualifications.

### Responsibilities for material planning

- Directs and oversees all material planning and master scheduling processes for each manufacturing departments' needs and the finite scheduling of the Plant
- Leads, plans, and drives work for the Material Planning, Raw Materials and Master Scheduling department
- Optimizes short term and long term production planning, detail scheduling and material replenishment process for maximum utilization of the plant facilities and resources
- Oversees and provides direction for the Plant's raw material unloading operation
- Creates systematic solutions for improving operations within Material Planning and Scheduling
- 5-10 years of work-related experience (Operations scheduling or Material Planning)
- Accountable for verifying that all assigned mandatory AA and FAA requirements are effectively resourced so as to prevent the unnecessary grounding of aircraft due to time constraints
- Assist with the management of defined processes and procedures to ensure that efficient lines of communication exist within the Technical Operations' group so that it enhances our ability to complete maintenance projects ahead of schedule
- Provide regular reports on the progress of projects within the enterprise critical measures necessary to show the effectiveness of our project

- Perform ad-hoc analysis to validate the effectiveness of the project planning organization and report to senior management

## **Qualifications for material planning**

- Completed BS/BA Degree in Engineering, Supply Chain, Industrial Management, Science, or Business
- 10 years minimum experience in Planning/ Production Control, Procurement, Operations Excellence or Business Operations working with products or processes
- Candidate currently pursuing a Bachelor's degree in Business, Supply Chain or other fields
- Provide and support the implementation of business solutions by building relationships and partnerships with key internal and external stakeholders, including Forecasting team, Sourcing Team, Product Development Team, Production Team
- Support the planning activities of local JIS/JIT suppliers in preparation for the launch of the new Sprinter model
- Develop relationships with assigned NAFTA suppliers