



# Example of Planner, Supply Chain Job Description

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Our innovative and growing company is looking for a planner, supply chain. 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 planner, supply chain

- Manage dysfunctional inventory levels, seeking opportunities to rework these materials and minimize waste
- Innovate the planning process and model to optimize inventory, reorder points, safety stocks and ordering frequency
- Develop a master schedule to establish sequence and lead time of each operation to meet shipping dates required by sales forecasts or customer orders
- Manage long term planning for strategic suppliers and participate in supplier capacity reviews
- Perform planning and related data analysis needed for cross-functional projects
- Create & release production orders
- Analyze Total Supply Chain costs with the goal to maximize working capital
- Responsible for managing the excess (overstock) and obsolete process for assigned products
- Work with NPD team to provide commercial information regarding stock
- Maintain and monitor site master planning data including but not limited to item cell approvals, current and future cell capacities

## Qualifications for planner, supply chain

- BA/BS degree, preferably in Supply Chain Management or a related discipline

- This position requires use of information or access to hardware which is subject to the International Traffic in Arms Regulation (ITAR)
- Communication with global suppliers, global CMs and corporate management level
- Good excel skill
- Proactive thinking and good communication
- An analytical work style