



Example of Portfolio Planner Job Description

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Our company is hiring for a portfolio planner. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for portfolio planner

- The second main task is to contribute as a Core Team Member of Development Project(s) to the success of assigned project(s) by taking over the Planning and Controlling role
- Support new product introductions, product line extensions, and lifecycle management changes
- Monitor and report on Plan performance metrics and support management and stakeholders with reporting and data analysis
- Drive continuous improvements in Global Supply Chain processes
- Supervise / coach / mentor Supply Chain Project leads, specialists, analysts or co-ops
- Manage / highlight / escalate supply constraints and make-to-order process for peak demands typically associated with NPI through regular interaction and communication with External Operations, PP&L and SNP teams
- Provide supply commits on product / set availability to enable end-to-end supply visibility
- Ensure effective communication with peers & stakeholders in Marketing, Research & Development (R&D), Planning, Procurement, Quality Assurance (QA), Factories, 3rd Party Manufacturing (3PM) organisation
- Support Risk Assessments (Technical Risk Assessment (TRA) & Supply Chain Risk Assessment) for critical projects at each project stage
- Carry out progress updates and forecast and communicate accordingly

Qualifications for portfolio planner

- 5+ years exhibiting a Strong understanding of Business case development, interpreting business requirements and vendor engagement
- 5+ years IT Software development processes & tools
- Understanding of Ford's Business Processes and Reporting and Technology Management Process
- To manage the overall Deodorant Portfolio Management Programme
- Degree level qualified (Maths, science or other analytical degree preferred)