



Example of Production Planning Job Description

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Our innovative and growing company is looking to fill the role of production planning. 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 production planning

- Develop weekly finite production schedules and support long-term production planning to meet inventory, customer service, and distribution goals
 - RCCP (Manufacturing/Mould/Machines) - RCCP exercise for different brand and categories basis the month wise demand volume, aligning with Plant and Procurement teams
 - Partner and collaborate across the four regions and the respective Franchise senior management structures to understand, assess and respond to the market needs with the appropriate level of focus, priority and resource
 - Partner with Internal Operations and External Source raw material sites to provide requirements, ensure capacity for raw material, and deploy VMI wherever applicable
 - Deliver on the metrics
 - Develop annual business plan for departmental expenses production plans for mfg
 - Develop an organization capable to meet dynamic business environment and maintain high performing associates
 - Generating all POs for all Suppliers / Product Lines (foreign / domestic)
 - Inventory management / oversight
 - Communicating with suppliers regarding statuses and to keep deliveries on time
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- Manage and maintain production restrictions, suppliers and countries at monthly levels in addition to aligning with engineering, production, logistics and sales such restrictions
- Make decisions on changes in orders received based on whether or not they are realizable in production, and relay those decisions to the appropriate parties
- Prepare reports and statistics relating to the entry of orders, completion of the planned production program, follow-up of special codes, in order to inform, facilitate and motivate decision-making
- Proven ability to develop reports and analyze data to initiate problem solving
- BA/BS in business, engineering, materials sciences or related discipline and 2 years experience
- Basic knowledge/understanding of demand management and supply chain management concepts