



# Example of Senior Planner Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

Our growing company is searching for experienced candidates for the position of senior planner. 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 senior planner

- Be responsible at tender stage to the Bid Manager for the range of activities involved in the project planning life cycle
- Ensure that the contract programme is produced, managed and maintained in accordance with the planning procedures
- Provide support, as required to the BIM Co-ordinators to meet the project requirements or tender submission deliverables
- Set up appropriate lean visual programme metrics to assist the Project Team to timely deliver projects and improve productivity, performance and safety of projects
- Ensure that the programme content is functionally compliant with the planning procedures and guidance
- An understanding of various forms of tender documents, contract documents and specifications
- A good understanding of various methods of planning, programming and progress monitoring
- An understanding of risk and opportunity management with particular reference to planning/programming
- Generate clear-to-build quantity plan based on Sales Orders loaded
- Analyze and provide best can do plan or provide simulation upon customer upside in requirement

## Qualifications for senior planner

- Minimum 2 years of experience in supply chain planning, inventory control or purchasing
- Comprehensive programme delivery experience
- Background in manufacturing and/or operations required
- Bachelors, Masters or University Degree in Business, Operations Management required, along with specialized planning training/certification desired, related field of study, or equivalent combination of education/experience
- Technical expertise in NEPA, EO215, and Federal and State regulations
- Proficiency in NEPA and Executive Order No