



# Example of Senior Planner Job Description

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Our company is growing rapidly and is looking for a senior planner. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for senior planner

- Leading business development efforts, including proposal writing and bid preparation for various projects and new clients
- Be responsible at tender stage to the Planning Lead or Bid Manager for the range of activities involved in the project planning life cycle
- Set up appropriate lean visual programme to assist the Project Team to timely deliver projects and improve productivity, performance and safety of projects
- Be proficient in the use of planning techniques and the required planning toolsets
- Have an understanding of various forms of tender documents, contract documents and specifications
- Be experienced with various methods of planning, programming and progress monitoring
- Have a good understanding of risk and opportunity management with particular reference to planning/programming
- Material plan for the production lines assigned
- Order dating based on forecast, material availability and line capacity
- Manage inventory levels for the production lines assigned

## Qualifications for senior planner

- Candidate must possess superior personal characteristics as the principal shareholder places great importance in personal commitment and in the ability to build a team that works collaboratively to achieve common goals

implementing the Company's vision

- Preferably 5 to 10 years' experience in planning with semiconductor background or relevant field
- Four-year degree in Planning, Architecture, Landscape Architecture, or related discipline
- Excellent knowledge and understanding of planning policy and practice and an understanding of a wide range of areas of public sector policy relating to town planning
- Knowledge and experience of urban design principles and ability to assess design proposals