

Production Control Planner: Production Control Planner III

Maintains schedules for material requirements and availability for the manufacture of industrial and commercial products to support production control. Compiles records concerning quantity, cost and type of material received, shipped, in stock or inventory and/or in production. Expedites flow of materials, parts and assemblies within or between departments in accordance with production and shipping schedules. Assists in determining possible and actual shortages. May initiate action to correct these deficiencies. Uses knowledge of production, procurement and engineering departments to alert proper authorities regarding potential problems and appropriate remedial action. Estimates and logs production rate and time expenditures and may be required to establish sequence and lead time of each operation to meet shipping dates.

Knowledge

Considerable knowledge of the job. Complete acquaintance with, and understanding of, the general and detailed aspects of the job and their practical applications to problems and situations ordinarily encountered. Full knowledge of MRP to get work released and Bills of Materials. Able to launch a router. Knowledge of LRUs and more intricate hardware. Understand rejection reports.

Supervision Received

Limited supervision. No instructions needed on routine work and general instructions given on new lines of work or special assignments.

Consequence of Errors

Errors may be difficult to detect and would normally result in loss of customer business, material or equipment to resolve.

Contacts

Contacts are frequent with individuals representing other departments and/or representing outside organizations. Contacts involve obtaining or providing information or data on matters of moderate importance to the function of the department or which may be of sensitive nature. Functional areas within Production including quality, test and methods.

Work Products (Examples include but are not limited to)

Microsoft Office and Internet. Drawings. MRP System (Cost Point). Bills of Materials. LRUs and rejection reports.

Minimum Education and Experience

Associates degree in Manufacturing Technology or Business and 6 years of experience.