

# Production Planner

We are currently recruiting a Production Planner to join the team in the Planning Department. The successful person will be responsible for scheduling the most efficient short-term production plan at our Broomhouse Lane site. This individual will build strong relationships with manufacturing, chair daily planning meetings and lead improvement projects.

## Key Duties:

- Deliver Customer Service and Inventory targets by maintaining stock levels with target parameters.
- Schedule required production to specific production lines.
- Maximise efficient production time. E.g. Planning production in a sequence that minimises changeover time.
- Work with the Capacity Planner to debottleneck supply issues and with the Supply Planner to facilitate tool and line maintenance without compromising service.
- Route cause and analyse service issues.
- Communicate to wider business the cause, recovery plan and recovery date of Parts which are out of stock.
- Provide wider business with proactive insight into upcoming service risks.
- Contribute to improving system master data and process automation in the Planning team.
- Form a close relationship with Manufacturing and lead improvement in ways of working.
- Chair daily planning meeting for BHL.
- Document processes and process improvements.

## Knowledge, Qualifications, Experience and Skills (Competencies)

- Experience in production planning (or show propensity to learn quickly, e.g. Degree educated in Business or technical subject),
- Highly self-motivated, resilient and confident in own ability.
- Target focused, able to prioritise and manage own time.
- Strong communication skills and the ability to communicate at all levels.
- Able to demonstrate building strong relationships with other internal departments.
- Problem Solving Skills – process improvement techniques, problem analysis and resolution.
- Demonstrable experience of creating and embedding new and improved processes.
- Strong excel skills and ability to create bespoke action-focused reports from scratch.
- Knowledge of demand planning, capacity planning, material planning and scheduling.
- Experience and knowledge of using IFS or similar ERP software.

## Hours of work: Monday to Friday

Based on 40 hours, 9am to 5.30pm, with half hour unpaid lunch  
Flexibility regarding working hours & overtime as you will be required to work over your standard hours on occasions.

**To apply for this role please email your CV including a brief cover letter:**

[john.mullin@polypipe.com](mailto:john.mullin@polypipe.com)

John Mullin, Divisional Inventory & Planning Manager

**Closing date for applications: 12<sup>th</sup> September 2019**

**Polypipe operate an Equal Opportunities Policy**