



We're looking for a Production Planner

Position Location: Fort Erie, ON

The Production Planner is responsible for establishing production schedules based on customer demands, internal and external forecasts and service requirements. The Production Planner is also responsible for the accurate and timely issuing of work orders. The Production Planner will also maintain routings, Bills of Materials (BOMs) with the MRP / ERP system.

MAIN RESPONSIBILITIES

- Develop and issue production schedules using inputs from dependent and independent demands. Ensuring that all needs are addressed and buy in from various departments on schedule.
- Follow up of all work orders that have been issued and re-schedule and re-launch of work orders as required from schedule adjustments.
- Maintaining Bill of Materials (BOM) and routings as required for all operations (Mfg, AC, R&O etc.)
- Handles non-conformances in a timely manner related to manufactured component and aircraft completion.
- Assists with Program Management and/or Marketing to calculate quotes/estimates for manufactured components and/or installations by analyzing both material and labour costs as well as lead-times associated with manufacturing parts, assemblies, kits and installations.

SECONDARY RESPONSIBILITIES

- Carries out any associated activity related to meeting and maintaining schedules for the timely delivery of parts, component kits and installations.
- Assists with signing off on engineering drawings.
- Assists with obtaining technical and costing issues with engineering and purchasing.
- Issues work orders to various production departments and assist in schedules and setting priorities.



EDUCATION & EXPERIENCE

- College Diploma in Business Administration
- 3 to 5 years' experience working in a manufacturing environment
- 1 Year experience in a Master Scheduler role
- Experience reading blue prints

TECHNICAL SYSTEMS PROFICIENCY

- APICS/CAPICS and/or CPIM certification
- SAP or CINCOM experience
- Manufacturing experience in the aviation or automotive and asset

POSITION REQUIREMENTS

- Intermediate computer knowledge, knowledge of Microsoft Office Suite (Word, Excel, and PowerPoint etc.), knowledge of MRP or ERP is required.
- Team player with proactive business approach
- Organized with a high aptitude of attention to detail
- Ability to multitask
- Being flexible and adaptable to change; being able to tolerate stress
- Ability to use independent action and judgment in order to solve common problems
- Ability to work under broad supervision

To apply for this position, please send an up-to-date resume and cover letter to HR@eurocopter.ca and include your salary expectations.

We would like to thank all applicants, however, only those selected for an interview will be contacted.