

Production Planner

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Company: The Work Shop Resourcing Ltd

Location: Romsey

Category: other-general

Production Planner - Romsey - £35,000

The Work Shop are recruiting for a Production Planner (Manufacturing) on behalf of our expanding client based in Romsey, Hampshire.

Responsibilities of the Production Planner (Manufacturing):

- * Generate and maintain 'Production Schedules' and documentation for Warehouse, Production and test ensuring that these complement the overall master production schedule. Ensure that capacity constraints and batching controls are considered in the creation of these plans
- * Run weekly planning meetings with Hardware and Operations Departments to ensure understanding of and adherence to plan. Review all bookings, shortages, manpower, constraints, priorities and adjust accordingly
- * Ensure incoming materials are managed and expedited through the Goods Inwards Inspection function in accordance with overall production requirements
- * Production Planner will liaise with suppliers, supply chains to remain fully updated on any events resulting in supply discrepancy or interruption
- * Ensure the new orders are correctly broken down into production tasks and tasks are booked into production to ensure on time delivery
- * Maintain the LINK 50 barcode system and ensure orders are posted correctly on shipment of projects
- * Ensuring all procedures adhere to ISO9001 Quality control systems
- * Monitor returned units requiring repair from ticketing system and ensure timely booking into

the production schedule

* To perform any other duties as instructed from time to time by any Director of the company or by the Service Supervisor.

Essentials for the Production Planner (Manufacturing):

- * Previous Production Planner experience
- * Be a strong and robust character
- * Understanding of planning within production and/or engineering or manufacturing
- * Ability to work to KPI's
- * Working in adherence with Health and safety rules
- * Attention to detail with methodical approach to tasks
- * Excellent organisation skills
- * Solution orientated with a positive, can-do attitude
- * Excellent time management
- * Strong knowledge of Microsoft Excel, Word and Outlook

Benefits for the Production Planner (Manufacturing) include:

- * Full time role, worked over a 5-day week
- * Monday to Friday 09:00 – 17:30, 1Hr Lunch
- * Pension Scheme & Private Medical Scheme
- * 20 days annual leave + Birthday Leave + bank Holidays (increases 1 day a year per annum up to 5 extra days
- * Based in Romsey, with free on-site parking.

If you are eager to get started in this dynamic Production Planner (Manufacturing) role, with a growing company please apply now!

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