



HEXAGON

JOB POSTING

Job Title: Production Planner	Job Level: Professional I Status: Salary Exempt
Reports To: Director of Operations	Department: Mobile Pipeline Operations
Location: Lincoln, NE	Post Date: September 2018

Job Summary:

Responsible for developing an executable Master Production Schedule (MPS) and Finite Schedule for manufacturing through use of an ERP system. Update and correct jobs as changes occur for complete accuracy within ERP system for production output. Analyze and review actions based on MRP/ERP and actual build schedules. Interact with production, purchasing and manufacturing engineering to communicate changes in production and their effects on the system. Monitor jobs through completion and implement corrections as needed.

Duties and Responsibilities:

- Schedule production plan based on sales and forecasted requirements in conjunction with production capacities.
- Review and firm MRP suggestions (or create jobs) and release jobs in support of the production schedule.
- Issue job travelers, pick lists, and shop traveler documentation to the production floor. Issue materials to jobs.
- Complete jobs in ERP system by ensuring materials issued, labor charged, and serial numbers assigned are correct.
- Primary point of contact to maintain and update database for accuracy.
- Coordinate with inside sales to review sales order backlog and plan for outstanding demands, future job suggestions, upcoming delivery dates and any unique customer needs.
- Coordinate and communicate changes to the production schedule or build quantity with the other departments.
- Work with purchasing and warehouse departments in both the preplanning and execution of build plan to ensure materials are available.
- Work with engineering on jobs for new parts or changes to existing parts, and on special or custom jobs that require modifications to standard job travelers.
- Work closely with manufacturing engineering and accounting to ensure the system has correct production information to generate correct costing information.
- Create, generate and distribute various reports related to production.
- Monitor and report production labor efficiencies.
- Other duties as assigned.

Supervisor Responsibilities:

- None

Knowledge, Skills and Abilities:

- Understand the MRP/ERP system and impact parameters have on the planning process.
- Solid knowledge of logistics and supply chain processes (production planning, sales/forecasted demand management, capacity leveling, and finished goods material inventory management).
- Strong ability to effectively communicate and interact with multi-functional areas (marketing/sales, manufacturing, engineering, purchasing, accounting, quality, etc.).
- Knowledge of lean manufacturing and process variation reduction (Six Sigma) concepts and tool sets as they relate to materials management.
- Great attention to detail and a tenacious ability to resolve errors to completion.
- Excellent oral and written communication skills.
- Strong analytical skills.
- Excellent organizational and planning skills.

Hexagon Lincoln provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, affiliation, national origin, age, disability or genetics.



HEXAGON

Education & Qualifications:

- Bachelor's degree in business administration, supply chain management, or similar discipline is required.
- A minimum of 3 years of experience in planning and/or scheduling with a manufacturing company is preferred.
- Familiarity with an ERP system (SAP, Epicor, Oracle, etc.) and common software applications is required.
- Experience using Microsoft Office is required.

Physical Demand & Work Environment:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the person is moderately required to sit for long periods of time at a computer and use hands to finger, handle, or feel. The individual is frequently required to stand, walk, reach with hands and arms; stoop, kneel or crouch; talk and hear. The person must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, and ability to adjust focus.
- This position works primarily in an office setting with approximately 15% work on the plant production floor or outside and therefore subject to all weather conditions sometimes to include extreme cold and heat. The work described while working on the production floor or outside will require wearing all required PPE depending on circumstance which may include: safety glasses, hard hat, ear protection, leather gloves, safety vest & steel toed boots.

Apply

*Internal Applicants:

Complete an internal application and submit it to Human Resources

*External Applicants:

Email your resume to: applymp@hexagonlincoln.com OR mail your resume to:

Hexagon Lincoln

Attn: Manager, Talent Acquisition

5150 NW 40th Street Lincoln, NE 68524