

Master Scheduler and Planner

Job Description

Job Title: Master Scheduler and Planner
Department: Customer Fulfilment
Reports To: Lean/Customer Fulfillment Leader
FLSA Status: Exempt
Prepared By: HR Director
Original Issue Date: February 9, 2015
Revision Date:
Revision Number:

FAA Covered: ☐

Non-FAA Covered: ☒

Business: Propulsion Technologies International, LLC
(GE Aviation & Snecma Joint Venture)

Business Segment: Aviation Component Repair

About Us: Propulsion Technologies International, LLC is a joint venture between GE Aviation & Safran Snecma. GE Aviation & Snecma are world leaders in the design and manufacture of aircraft engines, propulsion systems, and aircraft equipment. WE offer Complete Support and Resources of the CFMI OEM Family.

Propulsion Technologies International., LLC is a Center of Excellence for MRO Component Repair for CFM56, GE and Turbomeca Engines.

This could be your opportunity to join the exciting aviation industry in a fast-paced, challenging and rewarding environment!

We offer a unique opportunity to make a significant contribution to our growing company. We have a strong policy of promoting from within and we place a high priority on the development and education of our people. For more information, please visit us at www.ptechi.com

Posted Position Title: **Master Scheduler and Planner**

Career Level: Experienced

Function: Operations

Functional Segment: Customer Fulfillment

Location: United States

U.S. State: Florida

City: Miramar

Postal Code: 33027

Hiring Manager: Position reports to Lean/Customer Fulfillment Leader

Role Summary/Purpose: This role is focused on managing schedules and coordinates the efficient repair of components to satisfy customer demand. Analyzes and revises production plans and provides appropriate delivery dates as required. Works with other departments to ensure customer satisfaction. Analyzes and reports on actual customer demand, trends and forecasts, and adjusts capacity plans accordingly.

Essential Responsibilities

- Translate projected forecasts, incoming volume, and work scopes into a production plan with a time-phased build schedule.
- Work with customer base to determine weekly inbound forecast and develop consumption models to improve accuracy.
- Establish key performance indicators of forecast accuracy. Ensure the interaction of a firm's functional managers, and track and maintain the forecast through timely and accurate feedback.
- Schedule demand based on the product mix and provide accurate commitment dates to customer service team across multiple product lines
- Assemble master schedule reporting regarding performance to the business plan, the shipment plan, the inventory plan, and the production plan.
- Provide input to finance on operating plans for the sales and operations planning (S&OP) process, concerning incoming volume and capacity
- Identify current planned level of demand and create tactical production plans to meet the identified customer demand. Calculate production lead times.
- Manage load leveling and bottleneck scheduling and utilize theory of constraints (TOC) for more accurate scheduling.
- Analyze production floor status through input/output control reporting.
- Coordinate information with other functional staff, including customer service, engineering, accounting, and human resources.
- Establish reporting to determine labor and productivity performance statistics.
- Understand capacity management relationship to MRP. Work with work center input and output loading. Establish, measure, monitor, and adjust capacity levels to execute all manufacturing schedules.
- Determine available capacity before planned orders are released.
- Engage in capacity management during sales and operations planning, master scheduling, materials

requirements planning, and production activity control.

- Understand capacity management relationship to MRP. Manage work center input and output loading. Resolve differences between work station loads and available capacity Measure the utilization and efficiency of work stations.

Qualifications/Requirements:

- Strategic thinker, strong analytical skills, able to synthesize considerable and complex data.
- Be capable of utilizing spreadsheet and ERP-type software in managing the planning process.
- 3-7 years' experience in scheduling position with extensive demonstrated success of implementing & operationalizing master schedules.
- Accredited 4-year college degree Manufacturing Engineering/Mechanical Engineering/Industrial Engineering or other related or other related fields and
- Solid, proven organizational, project management and leadership skills
- Change Agent – skill with enabling change, strong influencing abilities particularly with client groups and frontline teams.
- Exceptional interpersonal/written communication skills; can effectively interact with all levels of management
- Strong PC skills (Excel, PP, Word, Access, Minitab)
- Team player able to work well across business operations and develop strong business teams.
- Demonstrated ability to influence teams and programs regarding quality, productivity and/or customer service.
- Ability to work on multiple projects with limited direction. Clearly has growth potential beyond the role
- APICS Certified in Production and Inventory Management (CPIM) or APICS Certified Supply chain Professional (CSCP) a plus.
- Lean or Green Belt Six Sigma certification a plus.