

## Senior Production Planner/Scheduler

The Senior Production Planner/Scheduler is key to the success of our operations and is an integral part of our Purchasing, Planning & Logistics team.

We make amazing electronics products in a made-to-order electronics manufacturing model. We design and manufacture right here in Ontario and we work with clients around the world. Here is why we love what we do: <http://gvalighting.com>.

### As a Senior Production Planner/Scheduler, your responsibilities will include:

- Develop and maintain the overall Master Production Schedule in ERP (Epicor);
- Develop, in collaboration with relevant departments, medium to long term forecast models by product family and maintain in ERP system for production planning and procurement operations;
- Review and analyze on a monthly basis, the impact of forecast adjustments with supply chain planning, production, and finance;
- Build collaborative relationships with internal stakeholders to understand and provide clarity of future demand expectations, new product introductions, and product discontinuation;
- Provide estimated shipping delivery date to customer service on new orders within 48 hours and ensure Operation meets shipping dates the projected shipping date;
- Plan & schedule workflows and operations according to established manufacturing routings and cycle times;
- Adjust schedule to meet changing needs (e.g. equipment breakdowns, changeovers, material shortages);
- Plan short and medium-term production capacity based on outstanding orders and planning forecasts;
- Plan and maintain optimal inventory levels to prevent material shortages/surplus to ensure operational requirements align with short term requirements and customer orders;
- Assist in identifying inventory discrepancies, request cycle counts where necessary;
- Ensure tracking and completion of monthly KPIs;
- Other duties/projects as required;

### If you love doing this, here is what would make you a great candidate:

- Degree in Engineering or Business;
- 5+ years of progressive experience in manufacturing, production, and/or supply chain (ideally electronic products and/or high-mix low-volume assembly production);
- Great communicator who can forge relationships with a variety of stakeholders;
- Collaborative team player who enjoys working across departments and teams;
- Analytical nature and a problem solver.
- Supply chain related certification is an asset (i.e. CPIM);
- Expertise working and managing data in ERP systems (Epicor experience a plus);
- Proficient in excel (VBA knowledge –an asset), data analysis and reporting;

*During the selection process you might undergo psychometric tests, as well as practical exercises to help us identify those who have the right attitude, skills, know-how and to find a cultural fit with our company's values.*

### Why GVA?

- We offer valuable learning opportunities enabling professional growth

- You will receive a competitive salary based on skills and experience
- You will have room to grow your career
- You may take pride in having participated in landmark projects at home and around the world
- When you work with us you can qualify for professional development, employer sponsored health benefits and retirement savings plan

We are an exceptional and talented team who believe in the GVA vision and share GVA values. Our passion and enthusiasm are contagious, and they have helped us attract great talent, partners, and clients. If you want to be part of a dynamic and growing organization, then you are the candidate we are looking for.

Send your resume and LinkedIn profile link to [hr@gvalighting.com](mailto:hr@gvalighting.com).

*GVA Lighting is proud to be an equal opportunity employer committed to the attraction, selection, advancement and fair treatment of all individuals. In accordance with the Human Rights Code and Accessibility for Ontarians with Disabilities Act a request for accommodation will be accepted as part of the GVA Lighting hiring process.*

*We thank all the candidates for their interest in GVA lighting, however only selected candidates will be contacted.*

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