



PRODUCTION PLANNER

LOCATION: JINSHAN, SHANGHAI



YOUR RESPONSIBILITIES:

Production Planner reports to Planning Supervisor and mainly responsible for:

- The planner is responsible for integrated material and production planning to ensure on-time delivery and optimal inventory. Key duties include developing executable schedules by balancing capacity and material constraints, coordinating multi-plant material allocation, proactively resolving shortages, and driving continuous improvement initiatives.

Essential Functions:

- **Production Planning & Schedule Optimization:** Develop and adjust production plans by integrating constraints such as capacity, labor, equipment availability, and changeover time. Prioritize tasks to maximize on-time delivery while optimizing inventory levels and production costs.
- **Material Requirements Planning (MRP):** Develop MRP based on production schedules, inventory data, and BOM; monitor inventory levels and adjust plans promptly to respond to production fluctuations.
- **Material Kitting & Balance Management:** Track material arrivals and confirm availability against process orders; perform material balancing to ensure accurate allocation and consumption support for production.
- **Shortage Follow-up & Coordination:** Daily tracking of material shortages, analyzing root causes, and driving internal resolution; coordinating material transfers and allocation among plants to optimize resource utilization.
- **Cross-functional Collaboration & Communication:** Maintain close communication with Production, Purchasing, Warehouse, Logistics, Customer Service, Sales, and Engineering to ensure transparent and accurate material and schedule information. Act as an information hub to proactively communicate risks or changes that may affect delivery, and coordinate solutions.
- **Production Monitoring & Issue Resolution:** Monitor production progress in real-time, respond to unexpected events such as equipment failure, urgent order insertion, or quality issues. Collaborate with relevant departments to implement quick corrective actions.
- **Data Analysis, Reporting & Continuous Improvement:** Regularly compile and analyze key performance indicators such as material availability rate, shortage status, plan attainment rate, line utilization, production efficiency, quality yield, and inventory turnover. Identify bottleneck processes and participate in or lead continuous improvement initiatives (e.g., Lean Manufacturing) to enhance overall operational efficiency.
- **System Operation & Maintenance:** Proficiently operate SAP or relevant ERP systems to execute planning tasks, maintain data accuracy, and generate necessary reports.
- **Other responsibilities assigned by line manager.**



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YOUR QUALIFICATIONS:

- Familiar with MRP logic and operating mechanisms.
- Understanding of basic warehouse, logistics, and production operations.
- Strong data analysis skills; proficient in Excel and ERP systems (e.g., SAP, Oracle).
- College degree or above, preferably in Supply Chain, Logistics, or related field.
- More than 3 years relevant experience.
- Hands-on experience with SAP or similar ERP systems.
- Related warehouse management experience in chemical industry is preferred.

HAVE WE SPARKED YOUR INTEREST ...?

We look forward to receiving your application – apply now.

Kindly send your application to:

ella.gao@pulcrachem.com

We look forward to hearing from you.

