



POSITION OPPORTUNITY

If you are interested in applying for the following position, or would like more information, please contact Human Resources.

POSITION: Production Scheduler
LOCATION: Ahrens Street Facility
HOURS OF WORK: Monday – Friday (40 hrs/week)

RESPONSIBILITIES:

- Master Schedule Planning and Preparation for release of W/O's to production.
- Creates, maintains and prioritizes manufacturing schedules for Machine Room, Biesse and Assembly.
- Expedites parts required to ensure timely delivery of parts.
- The planning, execution and receipt of Work Orders (under direction) into inventory, on-time and to KRUG standards.
- Open work orders and related paperwork, on a timely basis to support the Production Load Plan, verify accuracy of same based on capacity constraints in different departments.
- Liaise daily with various supervisors to ensure proper priorities are being worked on and production flow supports overall goals for division.
- Daily interaction with Purchasing to ensure timely delivery of parts required.
- Communicate both orally and in writing between other supporting manufacturing plants for materials and priority setting.
- Develop and utilize reports to ensure understanding and compliance with the priorities in production on a daily basis.
- Cycle counts on selected inventory or work orders with first half.
- Back up for expeditor.
- Contribute to the quality of both the parts and the environment within the division.

QUALIFICATIONS:

- Grade 12 Diploma or equivalent experience
- Computer Literacy
- Completion of CAPIC courses, CPIM or other professional courses