



Buyer/Planner

Job description

Buyer-Planner is responsible for material planning and inventory management to effectively support production operation and drive continuous improvement to enhance material planning methodology.

In your new role you will:

Buyer-Planner is responsible for material planning and inventory management to effectively support production operation and drive continuous improvement to enhance material planning methodology.

Material planning:

- Calculate and plan material used in the production of final product.
- Provide long term and short term forecast to supplier in monthly basis.
- Identify all critical material shortages; monitor the implementation of corrective action plan.
- Issue purchase requisition for purchase order generation.

Inventory management:

- Manage and control material inventory to ensure material availability while maintaining the lowest inventory level.
- Coordinate the disposition of obsolete, non-conforming and excess material.

Supplier management:

- Provide on-time delivery schedule to suppliers and follow up on delivery performance.
- Evaluate suppliers based on reliability, flexibility and service support in line with company's supplier

Profile

You are best equipped for this task if you have:

- **Bachelor Degree or Equivalent**
- **Buyer/Planner work experience:1-2 years**
- Managing of programs of application such as Microsoft office, MRP and SAP.
- **English Level advanced (Reading and Conversation)**
- Solid knowledge in Purchasing Overseas.
- VMI Program (Vendor Management Inventory)
- Experience in Inventory control systems and MRP system
- General knowledge in Traffic and Logistics areas

Benefits

At a glance

Location: **Tijuana (Mexico)**
Job ID: **351442**
Start date: **as soon as possible**
Entry level: **1-3 years**
Type: **Full time**
Contract: **Permanent**

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