



JOB DESCRIPTION

Job Title: Planner/Expeditor
Job Classification: Salary
Department: Operations
Work Location: Vista, CA

Date Approved:
FLSA Status:
Reports To: Supply Chain Mgr
Work Hours: 8 am – 5 pm
Monday – Friday

FLUX POWER, INC.

Flux Power develops advanced lithium-ion batteries for industrial uses. We are on the forefront of lithium-ion technology in the industrial space and are helping create a paradigm shift in the industry. We have an incredible team who are passionate about lithium-ion battery technology and what it can do to help reduce costs, improve productivity, and reduce environmental impacts.

Flux Power lithium-ion solutions utilize our proprietary scalable battery management system (BMS) and in-house engineering and product design teams. Our batteries deliver improved performance, extended cycle life, and lower total cost of ownership compared to legacy lead-acid solutions. We also reduce energy usage and eliminate use of toxic metals and acids. Flux sells primarily to forklift equipment OEM's, their dealers and battery distributors. We have also expanded into airport ground support equipment and are always looking into new opportunities.

Please visit our website at www.fluxpower.com for more information. Submit your resume and include a short cover letter explaining your suitability for the position and your salary expectations to jobs@fluxpower.com for consideration.

JOB SCOPE AND RESPONSIBILITIES:

Flux Power is growing exponentially and needs to strengthen our team to analyze and plan availability of material for new projects and production builds.

The successful candidate will implement, plan, schedule, coordinate and expedite flow of material according to production schedule for the manufacture of products through the production cycle. Effectively work with other departments to balance supply of materials and demand to achieve and maintain the highest levels of customer service with minimum inventory investment and maximum production efficiency.

KEY FUNCTIONS AND DUTIES

- Generate, plan, schedule and coordinate schedule of material through the production cycle according to due dates to meet customer service and inventory goals and objectives. Arranges transfer of materials to meet schedules and demand.
- Review schedules and related information and confers with cross-functional groups to determine requirements to identify overdue materials, track and expedite material.
- Interface with other departments (Inventory, Shipping, Engineering, Quality) to resolve problems with timely delivery or disposition of rejection notices
- Develop, maintain and communicate regular program status reports for internal customers to monitor and report progress to production schedule.
- Coordinate with appropriate departments to ensure material requirements are identified, on-hand or ordered as needed.
- Evaluate capacity models, smooth production loads and exploit constraints.
- Develop, update and maintain data for Material Resource Planning (MRP) system.
- Identify, communicate and coordinate schedule changes due to material or inventory challenges.

- Recommend plans for alternative production schedules to include identifying constraints, alternative solutions and recovery plans.
- Initiate the creation of raw material requisitions and appropriate schedules to support customer needs and inventory goals along with follow up and management of raw material purchase orders.
- Take initiative to resolve planning issues and participate with production teams to resolve production and planning issues
- Provides internal stakeholders with accurate estimations of booked capacity to allow accurate quoting of customer lead-times
- Monitor raw material replenishments, monitor and manage capacity requirements and work closely with Operations/Supply Chain to develop a plan that best services our customers.
- Responsible for maintaining planning parameters of material.
- Provide input to management, Production and Engineering to reschedule in case of design changes, labor and material shortages, backlogs and other potential schedule interruptions
- Ensures that the demand input is in balance with capacity in order to provide an achievable Master Plan.
- Evaluate key performance indicators and drive improvements through strategy adjustments.
- Monitors production performance.
- Communicates effectively with manufacturing managers, supervisors, and schedulers to assure production plans and schedules.
- Manage new part release planning data and participate in New Product Initiative teams
- Participate in planning performance metrics: finished goods inventory levels, customer service levels, work order management performance, Manufacturing (MFG) capacity, and quality metrics.
- Coordinate and expedite the flow of work and materials within or between departments according to production schedule.
- Develop, negotiate and implement LEAN material flow initiatives by optimizing supply base opportunities.
- Contacts suppliers for information concerning product, safety, price, reliability/quality, and delivery date.
- Ensures all activities performed are done so in compliance with corporate and department policies.
- Perform other duties and assume responsibilities as appropriate or assigned.

Physical Conditions/Requirements:

- Job frequently requires sitting, walking, standing and handling objects in an office environment.
- Occasional exposure to manufacturing environment.
- Job may require kneeling, stooping, forward bending, reaching, and occasionally lifting and carrying up to 50 lbs.
- Vision requirements: Ability to see information in print and or electronically.
- Hearing requirement: Ability to tolerate loud noises from various manufacturing machines.

Qualifications and Skills

- Bachelor's Degree in Supply Chain Management, Business or related field or a combination of education and experience.
- 3 to 5 years of experience in Supply and Demand Planning in a manufacturing environment preferred
- MRP knowledge and ERP experience in a manufacturing environment
- Strong competence with Excel
- Understand of multilevel BOM's
- Strong verbal and written communication skills and be proficient in interacting in a cross functional department environment
- Excellent multi-tasking and organizational skills for managing multiple issues until resolution

- Ability to work under pressure, meet deadlines and exercise sound business judgment with critical thinking skills and high ethical standards, while being a team player
- Knowledge of supply chain programs (Campaigns, Advanced Supply Chain Planning, Finite Scheduling) and ability to manage project execution of these programs
- Understanding of Lean and Six Sigma, preferred
- Knowledge of bottleneck management using the Theory of Constraints

Benefits

- Medical, dental and vision insurance options
- 401K Plan
- Life Insurance
- Paid Time Off
- Holidays