

# Job Title: Demand/Supply Planner

## Job Description Summary

The Demand/Supply Planner position is a dual role, which has both demand and supply planning responsibilities. In the Demand Planner role, this position will be responsible for leading the monthly process that updates and produces a consensus forecast/demand plan. The consensus forecast will incorporate market intelligence and forecast information gathered from Sales, Marketing, Customers Service, Finance, Supply Chain and other sources. In the Supply Planner's role, this position will be responsible for planning and inventory control for the manufacturing facilities. The Supply Planner will convert the demand plan into a constrained production plan, review rough cut capacity, and establish and maintain inventory targets to meet customer service targets. This position will contribute to the sales and operations planning (S&OP) process by providing the leadership required for achieving continuous improvement in each step of the S&OP process.

## **Essential Duties and Responsibilities**

### **Demand Planning Duties and Responsibilities:**

- Facilitate the monthly Demand Review meeting
- Deliver monthly consensus forecast that includes product launches and discontinuations
- Create and maintain demand model/software used for updating consensus forecast
- Utilize a collaborative and consensus approach by working with all S&OP process owners to obtain and ensure that current and accurate information is used for consensus forecast
- Review historical sales trends, research demand drivers, prepare forecast data, develop statistical forecast models, and evaluate forecast results
- Interact with sales, marketing, customer service and other sources to understand demand forecast drivers
- Monitor and report on important changes in sales forecasts and budgets
- Assist in risk assessment and mitigation activities
- Develop, deliver and improve KPI's used for measuring demand and supply planning

### **Supply Planning Duties and Responsibilities:**

- Facilitate the monthly Supply Review meeting
- Lead the Supply Planning and Rough-Cut Capacity Planning processes (RCCP)
- Create and maintain Supply model/software used for updating RCCP and production plans
- Create and optimize weekly and monthly production plans for finished goods to meet sales forecasts, customer orders and inventory needs
- Interface with plant schedulers to convert the firm weekly plans to finite schedules considering equipment and people resource constraints (Capacity Planning)
- Monitor the relevant manufacturing constraints and input data (shelf-life duration, new products, etc.) to develop and maintain a mid- and long-term rolling production plan
- Develop processes and controls to minimize short-coded or distressed products, as well as product shortages
- Monitor the overall inventory for finished goods and develop inventory management processes and targets using ERP system
- Monitor performance and recommend action plans that ensure that production stability, inventory targets and customer service levels are achieved
- Interface with the functional leaders in across departments to obtain the necessary information for the production planning process.
- Conduct production plan simulations and prepare scenario analysis using ERP system
- Communicate opportunities, issues, and recommendations for resolution.
- Participate in the annual budgeting process, particularly relating to annual production

## **Qualifications and Competencies**

### **Minimum degree and experience required:**

- Bachelor Degree in Engineering, Supply Chain, Business or related field required, Master Degree in Supply Chain or related field preferred
- 4 to 6 years of experience manufacturing planning, capacity planning, scheduling and inventory management, preferably in a CPG environment.
- Must have experience working with advanced planning systems (Oracle/Demand Plus/JDA/Manugistics, SAP/APO).

- Expert working knowledge of S&OP processes.
- Proven leadership skills.
- Ability to clearly communicate supply planning scenarios and business implications to a variety of audiences.
- Ability to embrace and drive change. Act as the change agent for the entire supply chain team.
- Demonstrated superior oral and written communication skills.
- Excellent time management and capable of effectively manage multi-tasking.
- Strong analytical and problem-solving skills and ability to develop effective action plans.
- Experience working with cross-functional teams and fostering teamwork.
- APICS - CPIM highly desired.
- English required
- 10% Travel required

***Excellent Benefits available on Date of Hire:***

- **Health, Dental and Vision Insurance with Flexible Spending Account**
- **Company Paid Life Insurance, Short Term Disability and Long Term Disability Insurance**
- **401k Retirement Plan with Company Match – (eligibility is after 30 days of employment)**
- **Paid Holidays & Vacation**
- **Paid Maternity and Paternity Leave**
- **Paid Training Opportunities**