



NORBAR TORQUE TOOLS LTD

JOB DESCRIPTION

JOB TITLE: PLANNING TEAM LEADER

RESPONSIBLE TO: PROCESS MANAGER

PURPOSE OF THE JOB: To lead and support the planning team in line with company requirements. Working in conjunction with management/cell leaders to create achievable work schedules and planning of longer-term requirements such as labour, machinery and materials.

KEY TASKS:

1. Ensure the team can facilitate achievable agreed production plans in line with customer demand and in conjunction with the management team.
2. Participate in key tasks as per the planner's job description.
3. Review the requirements of the sales inventory operations plan (SIOP). Support management in providing the work station requirements for labour and machinery.
4. Develop tools to aid scheduling/planning of resource/material requirements.
5. Maintain system data to ensure efficient and effective scheduling/planning.
6. Any other duties and projects as required by the Process Manager.