

Master Scheduler

This position is responsible for facilitating the entire executive S&OP process.

Responsibilities include:

- Recommending effective supply chain policy & strategy and translating those plans into a detailed Master Schedule
- Executing the Master Schedule in coordination with Sales/Marketing, Purchasing, Engineering, Operations, and Finance
- Overseeing inventory planning and warehousing as well as maintaining inventory record accuracy
- Rough cut capacity planning for both the inside and outside factories

Qualifications:

- BA/BS Degree in Business
- 5 years experience: operations planning, master scheduling, import purchasing/outsourcing, inventory control
- 5 years experience in a global supply chain environment
- Certifications: One or more professional certifications (e.g. APICS -- CSCP or CPIM, or ISM – CPM)
- 3 years experience in small company environment
- 3 years ERP software (Great Plains preferred)

Abilities required:

- Hands-on knowledge of demand pull (lean) scheduling
- Strong analytical skills
- Creation and maintenance of Planning Bills of Material and Planning Bills of Labor
- Excellent oral and written skills including ability to deal with all levels of management
- Above average abilities in Excel
- Ability to travel domestically (30%) with occasional international trips

Location: Burlington, MA

Salary: \$78,000 - \$85,000

Recruiters for Supply Chain, Materials and Operations

*Submitted by: Bob McInturff of McInturff & Associates, Inc.
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