

Material planner



Mod-n-More is the subsidiary of Diatron. Its main profile is flexible low volume high mix and high complexity module manufacturing supplying the in-vitro-diagnostic instrumentation industry.

YOUR TASKS

- Ensure daily production requirements are achieved to meet customer expectation; plan and order material according to the customer order and forecast.
- Analyze and prepare documents needed for production.
- Data analysis and decision making to support raw material supply and finished goods demand.
- Optimize inventory but sufficient raw material for timely production order / customer order.
- Creates production schedule and prioritizes job-orders for production optimization.
- Maintains the production schedule and other reports as required.
- Follow-up as required with all teams to expedite flow of materials and documents to meet production schedule and customer expectation.
- Complete status reports for production progress, work in process, and raw material inventory.
- Interacts with shop floor management on a daily basis to resolve issues regarding manufacturing
- Efficiencies or additional information as requested from Manufacturing, Customer Service and Accounting or Regular reports and suggests ways to improve efficiency

YOUR PROFILE

- University Degree (Bsc, Msc)
- Fluency in English
- Knowledge of MS Office (Word, Excel, Power Point), MRP & ERP system
- Detail-oriented, ability to multi-task and prioritize tasks with strict deadlines.
- Good customer service/phone skills and flexibility for handling a wide range of activities.
- Using logical reasoning to identify solutions to problems.

Advantages:

- Fluency in German
- Knowledge of ISO 13485

YOUR TASKS

- Direct and indirect materials planning and ordering process.
- Transform voice of customer into execution and even exceed customer expectation.
- Ensure compliance, safety and traceability of each production order.
- Promptly communicate with customer/sales team on the production schedule and situation.
- Working with customer for urgent or priority demand.
- on-time and best value project delivery which meets or exceeds expectations
- Identify value stream and implement lean process
- Process engineering for entire product life cycle
- Evaluate new suppliers and review suppliers according to supplier management
- Execute Engineering Change with clear cut-in and cut-out processes; ensure Form, Fit, and Function of the transfer products or changes
- Prepare, setup and release tool(s), machine(s), hardware, software and firmware
- Hands-on activities related to for proven prototype and related device master records
- Implement risk management and safety measures for each project; implement preventive maintenance and measurement system analysis
- Provide trainings and certify production staff

HOW TO APPLY

If you are interested in joining us, please send us a copy of your latest CV along with your salary requirements and earliest start date to the following address: HR@diatron.com.