



MATERIALS PLANNER

Responsibilities:

Assist in the implementation of the manufacturing plan by developing and maintaining the production schedules for the oils facility, encapsulation facilities, etc. and coordinating the movement of input materials and finished products to and from these facilities.

Assist in the management of processes required to coordinate production of quality product and enhance efficiencies in this area, focusing on continuous improvements.

Allocate inventory to customer orders, ensuring that product allocated meets customer specifications and that these orders are forwarded to Logistics in time to meet the required delivery date.

As part of the production planning and scheduling team, provide effective communication with Customer Service, Purchasing, Quality and Logistics departments to ensure timely and accurate flow of information and documentation.

Assist in the efficient management of inventories at all levels.

Provide information to Purchasing with regards to quantities and timing of component items required to meet the manufacturing plan.

Qualifications:

Bachelor of Commerce/Business degree with exposure to Operations Management

One to three years of related experience in production planning, materials function including working with suppliers, internal departments, etc.

Effective communication and strong interpersonal skills essential.

Experience on MS Office Suite required; experience on Baan an asset.

Positive can do attitude, team player that is self motivated and results oriented.

Strong people skills in managing situations with grace, humour, respect and motivating of others.

Excellent organizational and multi tasking skills with the ability to effectively prioritize tasks within a fast paced, deadline oriented environment.

Strong attention to detail and demonstrated ability to provide a high level of accuracy.

Good judgment and decision making ability.

Bioriginal is pleased to offer a competitive compensation and leading edge benefits program.

Please send resume along with salary expectations to:

Maryann Deutscher
Director, Human Resources
Bioriginal Food & Science Corp.
102 Melville Street SASKATOON, SK S7J 0R1
Fax: 306-242-3829; Email: hr@bioriginal.com

We value all applications, only those proceeding to interviews will be contacted.