

Solutions Group Production Planner

COMPANY HISTORY

Power/mation is a nationally recognized distributor specializing in advanced automation hardware and software products. We help our customers improve their manufacturing processes by assisting them in the application of unique automation solutions in the following technology areas: motion control, logic control, software, sensors, vision, safety, power transmission, panel components and services. Power/mation began in 1961 and has grown to locations within Minnesota, Wisconsin, Illinois, Iowa, Nebraska and the Dakotas. For more information, please visit our web site at www.powermation.com.

Power/mation is adding a Solutions Group Production Planner in our St. Paul office. The Solutions Production Planner will implement purchasing policies and procedures within an assigned level of authority in order to maintain inventory levels to fulfill customer service level needs and to maximize company profit. This individual will also creatively negotiate volume purchasing.

RESPONSIBILITIES

Creates and implements policies and procedures, and is responsible for the development of procedures and work instructions for the purchasing function. Trains and provides continuous coaching of Buyers in the procedures of distribution purchasing to ensure the most cost-effective product acquisition. Oversees daily workflow and monitoring of production departmental objectives.

Responsible for ensuring products are purchased that meet customer quantity and delivery requirements for profitability. Additionally, control and manages master production schedule for product deliveries and expedites deliveries to ensure material availability for given projects.

Interfaces with Integration Partners & Vendor representatives to maintain positive business relationships. Develop and implement strategies that will lead to improvement in supplier performance based on Power/mation policy procedure requirements.

Follows established procedures in accordance to Solutions Group work instructions to enter and coordinate project and component orders, quote prices, requests SPA's and terms of sales. Verifies component availability reporting deviations back to the respective engineers or coordinators

QUALIFICATIONS

- High school diploma or equivalent.
- Minimum five years purchasing experience
- Excellent leadership, communication and analytical skills are needed.
- Negotiation skills to creatively negotiate with vendors.
- CPM and previous industrial distribution purchasing experience strongly preferred. Experience in EDI and INFOR desirable.
- Effective problem-solving abilities.
- Organizational skills.
- Strong written and verbal communication skills.
- Ability to lead work groups to effectively and efficiently achieve departmental goals.

Qualified individuals may send their cover letter and resume to marylou.groberski@powermation.com

