

Your Interconnect Solutions Expert

Date: 05/05/2022

Amphenol Sine Systems is seeking a qualified candidate for a Master Scheduler/Buyer for its Clinton Township, MI office.

The ideal candidate will have the following:

- Previous purchasing experience within an industrial environment and purchasing commodities such as wire, cable, electrical connectors, mold material, etc. a plus.
- Global purchasing experience with knowledge of importing/exporting products.
- Experience with production scheduling and ensure that input/output is recorded into the system correctly and maintained in order to inform sales/customers of any delays.
- Analytical experience that analyzes component delivery and shortages in order to provide information to planners, customers, sales and other related departments on any related changes.
- Experience with coordinating, planning, scheduling, and supervising products throughout their production process or cycle.
- Knowledge of Macola ES or related MRP software.

Role and Responsibilities

- Quoting, purchasing, and ordering of raw materials.
- Confirming delivery dates and pricing for all purchases.
- Review current customer order backlog report and provide/maintain accurate ship dates. This will include purchase/re-sell products, as well as manufactured items.
- Responsible for the weekly plant planning demand/capacity cycle. This includes the analysis of the demand input, capacity planning, an initiation of corrective/preventive actions, validation of demand output and communication and transfer of the output to the scheduling team.
- Responsible for maintaining plant planning systems data integrity and functionality.
- Organizes and facilitates a weekly demand/capacity planning meeting with the Supply Chain Team and Production planners.
- Applies various scheduling concepts (ABC, Kanban, Trigger Points, Min Max, EOQ).
- Analyzes production performance to identify opportunities requiring support team focus.
- Coordinates purchasing activities with other departments to maintain inventory at planned stock levels. Responsible for inventory control & reordering all stock items.
- Interacting with suppliers, cross functional in-house teams and multiple plants including overseas.
- Help to maintain procurement records for supplier performance and inventory.
- Develops and implement process improvement strategies within the department, as well as mentor and train less experience staff as needed.
- Review procedures and practices to identify continuous improvement opportunities.
- Special projects as assigned.

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Qualifications and Education Requirements

Bachelor's degree in related field and/or 1-5 years' experience of purchasing and material scheduling.

Preferred Skills

- Microsoft Office: Excel proficient, Powerpoint, Project
- Must have excellent communication/people skills and be a team player
- Must be a self-starter, able to multi-task, and handle constructive criticism
- A demonstrated ability to work well in a team environment, to take initiative, to work independently of day-to-day supervision, and to communicate effectively at all levels of the organization
- Ability to make sound business decisions without supervision
- Have the ability to travel as needed to other plant locations

Please send resume directly to Colleen DeGrande, HR, Amphenol Sine Systems cdegrande@amphenol-sine.com