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Demand Planner

SUMMARY:

The Demand Planner combines data analytics with ability to plan, manage and follow material from warehouse receipt through delivery to customer.

This role converts volumes of business and operational data into succinct and actionable direction and then drives the Organization to realize the necessary results. This role is guided by the data but directed by the associative insights derived from the data.

In this role, the Demand Planner will organize and plan the material assembly from component subassembly through final packaging. The role sets the production schedule and drives material requirement planning with communication within manufacturing and supply chain teams.

This person shall work under minimal supervision and from generally stated corporate and department objectives with the ability and self-driven nature to ensure all operational data is transacted and reported in a timely, efficiently, and accurate manner. This role shall daily exercise and build a foundation of ERP (Enterprise Resource Planning), MRP (Material Resource Planning), and manufacturing transaction process best practices pertaining to Regulation (EU – MDD & MDR, cGMP (current Good Manufacturing Practice), and other country specific regulations. This individual is an ERP and MRP subject matter expert and a key team member who earns colleague respect via associative thinking and error-free follow through with their commitments and colleagues actions.

This role is hands-on, detail oriented, focused on process documentation, and has a continuous improvement mindset in the areas of demand planning, purchasing, inventory management, and data accuracy. This position shall ensure all the IRRAS ERP System and inventory data is maintained to the highest standards, managed in alignment with the overall goals and contribution margin expectations of the company. It is expected this individual shall exhibit exceptional computer, analytical, and reporting skills to ensure people at all levels in the company can make informed and data-driven decisions.

ESSENTIAL FUNCTIONS:

- Performs all work activities in a manner compliant with relevant medical device industry ISO, FDA, and European MDR requirements.
- Planning
 - Facilitates aggregating the commercial and internal product demand then sets system demand forecasts for supply chain and manufacturing work orders
 - Prepares hypothesis demand vs inventory scenarios
 - Identifies aging work orders, production issues, and dispositions excess/obsolete/aging materials
 - Oversees scheduling of production and service activities, enhances visibility to these activities
 - Sizes up organization's maturity for planning and times introduction of tools like capacity planning to optimize manufacturing and financial controls and visibility.
- Inventory Management

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- Owns inventory accuracy at all build levels and locations. Partners with Finance, Commercial Operations, the Warehouse, Quality, and Manufacturing to regularly audit and maintain inventory with >98% physical vs ERP System accuracy.
- Accountable for Excess, Obsolete, and Scrap materials management and reporting
- Crafts and executes a warehouse strategy that aligns with and supports key business objectives
- Creates new and manages inventory locations
- Creates new and manages ERP part master data, e.g., inventory locations, part numbers, customer types, etc.
- Working knowledge with managing sterilized and/or expiration date limited product
- Updates and keeps material product history records current in the ERP System

- ERP System Expertise
 - Is a Subject Matter Expert (SME) of the ERP System.
 - Assists with administering the ERP System by providing system training, adding customers and resolving inventory or data discrepancies
 - Oversees expansion of ERP usage through controlled qualification and documentation of additional functionality
 - Supports finance and regulatory audits by gathering and preparing the necessary ERP System information.
 - Performs ERP inventory, manufacturing and service order, receiving and sales order transactions.
 - Refines and documents processes, aligned with Finance team, for how Operations engages with the system.

- Analysis & Reporting
 - Ensure data capture that allows for metrics analysis
 - Prepares, optimizes, and presents reports to organization that translate data into relevant decision-making information and actions, e.g.:
 - Commercial demand vs production output
 - Forecasting expiring, excess and obsolete material
 - Slow-moving material and inventory turns
 - Open and aged Work Orders
 - Inventory dollar value & part count
 - Order fulfillment queue
 - Forecasting overages and shortages to demand plan
 - Resource Deployment

- Continuous Improvement
 - Introduction and coaching of lean best practices, scaled to organization maturity
 - Identification and program management of Operations continuous improvement events
 - Help team identify, question and resolve inefficiencies

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ADDITIONAL DUTIES:

- May perform additional duties as assigned or directed by management from time to time

EDUCATION/EXPERIENCE REQUIRED:

- Minimum 6 + years hands on ERP and MRP system administration experience in medical device or pharmaceutical industry in a manufacturing environment.
- Bachelor’s degree in business, finance, accounting, or a technical degree with direct ERP and MRP System experience or equivalent.

REQUIRED SKILLS:

- Familiarity and the ability to comply with Regulation (EU – MDD & MDR) cGMP (current Good Manufacturing Practice), and other country specific regulations.
- Operates in a manner which reflects team before self and work endeavors to grow each team member, their entire team, and influence the same across the organization
- Mathematical skills to process complex calculations
- Work effectively with all types of personalities, suppliers, and internal stakeholders.
- Demonstrates a positive and “can do” attitude with a sense of urgency to get things done
- Ability to absorb and retain information quickly
- Highly motivated and self-directed
- Strong analytical and problem-solving skills with impeccable attention to detail
- Strong computer proficiency including Microsoft Project, Word, Excel, Visio and PowerPoint
- Excellent verbal, written, and presentation communication skills

REQUIRED COMPETENCIES:

- Performance Orientation – Is driven by personal performance; achieves all objectives detailed in IRRAS Department goals and comfortable with quantifiable assessments.
- Impact Orientation – Performs to stated objectives and driven to make an impact on company goals and patients’ lives.
- Competitive – Dedicated to a competitive spirit that supports the IRRAS goal to be the premier Medical Device company in the industry.
- Sense of Urgency – Has the speed and agility dedicated to the company’s goals and performance.
- Ability to Handle Pressure and Ambiguity – Comfortable with the pressure to be the best and the ability maintain composure and focus during situations of ambiguity and uncertainty.
- Confidence - Confident in one’s skills and abilities; pursues everything with energy; demonstrates the drive and a need to finish especially in the face of resistance or setbacks.
- Multitasking – Capable of performing multiple tasks over a certain period of time by executing them concurrently.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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- While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to sit.
- The employee is occasionally required to stand; walk; use hands to finger, handle, or feel and reach with hands and arms. Transition from standing and sitting often.
- Required specific vision abilities might include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- The employee might occasionally lift and/or move up to 25 pounds.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

General office environment

Work schedule may require working from home and/or outside the typical warehouse hours to support international time zone colleagues, manufacturing schedules, audits and other work.

Daily exposure to PCs and networks

The noise level in the work environment is usually moderate

Travel might be required