



Material Planning Executive

Responsibilities

- Issue and print Internal Order Issue label for Warehouse to pick parts
- Source or carry out transfer of Serviceable parts from other engines if parts not available to kit on time
- Monitor shortages via ZMON report, update report and carry out transfer if necessary
- Assist to liaise with internal departments and customer if necessary for parts/LRU issues
- Assisting to liaise with Engineering to update mod dec when mod standard for transferred part is different
- Liaise with internal departments for repair spares issues
- Liaise with Customer Business for Service Bulletin upgrade/de-mod due to transfer of serviceable part
- Liaise with Logistics on external repaired parts
- Supervise a team of Material Kitting Assistants and ensure that parts are sent and prepared for Production on time
- Ensure and enforce proper quality conformance for kitted parts

Requirement

- ✓ Diploma in any discipline
- ✓ Computer literate
- ✓ Good interpersonal and communication skills
- ✓ **Able to perform rotating shift work**

(Only short-listed candidates will be notified)