



Production Planner
Singer Vehicle Design – Sun Valley

About Us:

Since 2009, boutique restoration house, Singer Vehicle Design, based in Sun Valley, California, has been sharing its obsession to celebrate the Porsche 911 – and with more than 100 commissions globally delivered to date, that obsession has been mastered through the craftsmanship of its artisan team and the ability to envision its clients' desires to reimagine the ultimate bespoke air-cooled 911. Through the highest levels of creativity, performance, engineering and technology – and now, partnerships with iconic and globally recognized organizations like Williams Advanced Engineering -- Singer has become THE symbol of why “everything is important.”

This full-time position, located in our Sun Valley office, includes competitive salary and benefits.

JOB TITLE: Production Planner

Singer Vehicle Design is looking for a Production Planner for our California based business. As a Production Planner, you will be responsible for planning production part flow, ensuring sub-assembly work orders are released and completed on time, support expediting parts, and working with supply chain to support outside processes. The goal is to ensure the smooth and cost-efficient material flow to support our operations.

Core Responsibilities:

- Creation of Inventory requests based on production work orders and replacement parts
- Maintain production schedules through the coordination of planning and shortage management in the production build
- Maintain a high integrity in regards to company computer systems per procedures. Assist with resolution of incorrect system data which is driving inappropriate demand, schedules, or could result in general failure
- Work with production customers for priority and schedule requirements
- Create visibility of Singer's sub-assembly position (with line of balance reports, material shortage reports, clear to build reports, etc)
- Assist materials management leadership and project teams with action item updates as required
- Communicate part status and estimated completion dates to leadership upon request



- Support logistics process through innovative staging of workflow
- Perform de-kitting operations and own the return to stock process

Required Qualifications:

- Associate's Degree
- 3+ years of related experience as Material Planner, Production Planner, Material Handler, or equivalent
- Proficient in MS Office, ERP systems, math and statistics
- Strong organizational and problem-solving skills
- Excellent verbal and written communication abilities
- Team oriented, strong ability to multi-task and work in a fast-paced environment and to multiple deadlines
- Strong organizational skills with the ability to prioritize effectively and efficiently
- 3+ years of related experience as Material Planner, Demand Planner, Production Planner, Material Handler, or equivalent
- Proficient in MS Office, ERP systems, math and statistics
- Strong organizational and problem-solving skills
- Excellent verbal and written communication abilities
- Team oriented, strong ability to multi-task and work in a fast-paced environment and to multiple deadlines
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Preferred Qualifications:

- Proficient in SQL and Fishbowl or similar MRP systems
- Experience in aerospace or automotive manufacturing
- Prior experience in rapid growth environment

IMPORTANT NOTICE:

This position is not limited to those duties in the job description. Duties and responsibilities can be changed, expanded, reduced, or deleted to meet the business needs of Singer Vehicle Design. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

AAP/EEO Statement: Singer Vehicle Design (SVD) values a diverse workforce and as an Equal Opportunity Employer, SVD does not discriminate on the basis of race, creed, color, national origin, gender, religion, age, sexual orientation, disability, marital status, veteran status, or any other status legally protected by Federal, State, or Local law. SVD assures you that your opportunity with this Company depends solely on your qualifications and other job-related factors.

Salary: *Competitive salary for role and geography, and contingent on experience.*



Benefits Package:

Singer Vehicle Design Benefits Package consists of Medical, Dental, Vision, and Life Insurance, 401K, AFLAC, Paid Time-Off (PTO), and nine company-paid holidays.