

KEMET is a leading global company with an excellent reputation in the capacitor industry. Our vision is to be the world's most trusted partner for innovative component solutions. We are talent oriented, we believe the math must work, we demand speed, we provide unparalleled customer experiences, we exhibit ethics and integrity, we require no politics, we stand as One KEMET, we lead material innovation, we protect our environment. Our mission is to help make the world a better, safer and more connected place to live.

**We want to attract individuals with a global mindset who are innovative thinkers and who have a passion for performance excellence. We are looking for self-motivated, proactive individuals with a good sense of professional responsibility and work ethics for the position:**

## **Planner**

### ***Position responsibilities include but are not limited to:***

- Planning and maintaining daily, weekly and monthly plans and weekly schedules for assigned production lines;
- Ensuring sufficient order cover is made for the production plan;
- Creating production schedule and prioritizing the job-orders for product manufacturing optimization, ensuring high OTD percent and low past dues;
- Analyzing production specifications and plant capacity data;
- Performing calculations to determine manufacturing processes and resource requirements;
- Making follow-ups as required with all teams involved to expedite flow of materials and documents to meet production schedule and customer expectation;
- Interacting with shop floor management on a daily basis to resolve issues regarding manufacturing efficiency or additional information as requested from Manufacturing and interacts daily with Customer Service;
- Expediting operations that delay schedules and altering schedules to meet unforeseen conditions;
- Communicating daily with the purchasing team to request materials within the timeframe provided;
- Ensuring smooth daily operations;
- Other projects as assigned;

### ***Required knowledge and skills:***

- University degree, preferably in Economics or Industrial Management;
- Systematic and methodical approach to tasks;
- Ability to prioritize tasks with strict deadlines;
- Advanced Excel skills and understanding of ERP system;
- Strong organizational and communication skills;
- Self-motivated team player;
- 2 Years of professional experience in production and Automotive environment would be an advantage;
- Good command in English;

If you are interested in the position responsibilities and you are confident with the required knowledge and skills, please send your application (**CV and Cover Letter**), by **August 22, 2021**, with subject line **Planner / your name and surname** to: [\*\*macedoniacv@kemet.com\*\*](mailto:macedoniacv@kemet.com)

Only shortlisted candidates will be contacted.

The job applications will be kept in our database for one year.