

Lear, a global automotive technology leader in Seating and E-Systems, enables superior in-vehicle experiences for consumers around the world. Lear's diverse team of talented employees in 38 countries is driven by a commitment to innovation, operational excellence, and sustainability. Lear is Making every drive better™ by providing the technology for safer, smarter, and more comfortable journeys.

We've successfully launched our logistics hub in Skopje dedicated to managing central planning and transportation activities for Lear's seating plants across Europe & Africa. As we continue to grow and expand our operations, we're looking for next motivated candidates to join us on the position of Material Planner. We pride ourselves on fostering a collaborative & diverse environment where employees are empowered to grow and contribute to impactful projects. Your task will be to work within the key role to ensure that Material/Logistics requirements support customer requirements, manufacturing productivity targets and develop 'best in class' practice.

Material Planner – Logistic Center in Skopje Office

Role and responsibilities:

Ensure productions materials are delivered to the manufacturing line on a Just in Time basis and promote key measurable targets are met on a daily basis
Coordinate Inbound/outbound traffic including working with carriers and 3PL providers
Analyze and manage customer schedules ensuring accurate and timely schedules are issued to suppliers ensuring zero premium costs
Support manufacturing and customer requirement
Support supplier component lead times
Maintain Inventory Targets of value and accuracy
Manage supplier and inventory static data on the ERP to accurately reflect operations requirements
Ensure the timely and cost-effective introduction of ECN's, New Parts to the operations
Provide information and support to the general management team as necessary regarding any operational issues
Follow departmental procedures and work methods to ensure 100% delivery of production materials to line. Continuously look to develop existing procedures and methods leading to ultimate internal and external customer satisfaction
Manage systems and measures which encourage supplier accountability for specific tasks, goals and the general introduction of changes within the supply chain to support site objectives
Utilize problem solving methods and communication skills to provide support to other internal departments and customer personnel in resolving open issues within all areas of the business in order to continuously improve quality and productivity
Effectively communicate with internal/external customers and suppliers regarding any relevant issues concerning the supply of components within the supply chain

Skills and Qualifications:

University degree in Engineering, Business, IT or related field (Major in logistics preferred).
Fluent English. Any other language would be positively valued.
Ability to be part of teams capable to reach the Plant targets.
2 years' experience in Materials Planning Environment (Logistics, Supply Chain Management)
ERP/MRP Experience
MS Office (Excel)
Strong analytical skills
Excellent verbal and written communication and interpersonal skills, able to convey technical concepts and provide explanation to those not technical
Pro-active and entrepreneurial, whilst able to operate effectively in a team
Confident and self-assured, able to adapt to a demanding and varied environment
Good negotiating skills
Time management - effectively prioritize multiple goals
Strong team player
Self-motivated and results driven
Flexible dependent on the changing demands of the business
Procedure and compliance driven

Please submit your CV to careers.macedonia@lear.com no later than 25 November 2025



Make every drive better.

