



**POSITION:** Production Planner

**Location:** Kanata, Ontario

**Position:** Full time

**Industry:** Telecommunications

**URL:** [www.renrns.com](http://www.renrns.com)

Renaissance is a global leader & provider of Supply Chain, Repair, Logistics and Support Solutions focused on telecommunications and electronics. Our headquarters are located in Kanata, ON with additional capacity in Dallas, Texas.

We provide customer centric excellence in supporting them to "keep their traffic moving"; and empowering them to take control of their network life-cycle.

Our team is looking for an experienced, high-energy Production Planner to fill an upcoming very complex role. Renaissance offers a close-knit working team and awarding opportunities for learning; simultaneously we trust that this role will provide you the opportunity to share your experience with the team.

### **Main Qualifications & Responsibilities:**

Production Planner/Scheduler is a diverse position covering the planning, scheduling, releasing, and tracking of workflow from the engineering department and through the manufacturing department. This position will be the focal point in creating a production scheduling system. The Production Planner creates, tracks, and reports on the current production status of released components. This position functions as a liaison between Engineering, Purchasing, Manufacturing and Shipping/Receiving departments.

### **Education & Experience:**

- The production schedule's purpose is to provide a means to track and manage daily manufacturing workload, provide feedback to engineering on in-house manufacturing hours, and provide regular reporting on manufacturing status. The production schedule will provide an in-depth audit on production requirements, manufacturing capacity, schedule, and workforce size.
- Monitors, analyzes, and reports performance to schedule of production activities utilizing information derived from material and production control systems.
- Coordinate with project managers and production to sequence manufacturing, assembly, and installation.
- Assist the manufacturing department to actively manage the production schedule.
- Research and assign manufacturing times and due dates on parts as needed and document during the releasing process.
- Coordinate with departments and project managers as needed to identify and resolve issues regarding budget and delivery.
- Monitor quality, service, and delivery issues, and take corrective actions as needed.
- Identify and resolve supplier and internal errors that result in budget or schedule discrepancies.
- Provide continual improvement of the planning and reporting processes.
- Participate in project milestone meetings.

### **Additional Qualifications:**

- BA or College Diploma in Business Administration, Supply Chain Management or relevant field.
- Minimum 2 yrs experience in related discipline.
- Ability to interpret schematic drawings and production documents.
- Contribute to the development of process and procedural documents. Ability to document clearly & concisely will be essential.
- Sharing in a team-based environment and provide knowledge transfer when required.
- Ability to prioritize and complete work in a timely fashion. This is a fast paced quick turnaround environment.
- Ability to listen and communicate with peers at all levels within the organization.
- Health and Safety conscious.
- Autonomous self-starter; can anticipate what needs to be done before being asked.

Renaissance Repair & Supply values the diversity of our workforce. We are committed to providing access & opportunity to individuals with disabilities. We will provide reasonable accommodation throughout the recruitment and employment process. Should you require an accommodation, please contact [hr @renrns.com](mailto:hr@renrns.com).

This position may require exposure to information which is subject to US export control regulations such as the International Traffic in Arms Regulations (ITAR). All applicants must meet eligibility requirements of the ITAR and of the Controlled Goods Directorate (CGD).