

Careers



Production Planner and Scheduler

Valencia, CA

Who We Are

Lavi Industries is the premier manufacturer of innovative architectural fixtures and software solutions for guiding people in commercial and government facilities. We are headquartered in Valencia, California with facilities in New York and sales offices throughout the US. We pride ourselves in our pursuit of excellence through the dedication and integrity of our people since 1979. We offer the right candidate an opportunity to excel in an entrepreneurial environment, as well as an attractive compensation package.

Come be a part of our team!

Job Summary

Establish and monitor master schedules. Coordinate and expedite the flow of work and materials within and between departments according to productions schedules.

- Establish and monitor production schedules and production activity to ensure internal and external customer requirements are met, including daily data inputs.
- Ensure adequate quantity and timing of material and product inventory within the supply chain to meet organizational goals.
- Labor level entry, including problem resolution, report generation and distribution on activity.
- Record and monitor inventory activity. Coordinate audit program to ensure accuracy of automated transactions.

Qualifications

- Excellent organizational skills, with ability to develop and bring to completion multiple assignments concurrently.
- Must possess a strong results and goal/deadline-oriented work ethic, high attention to detail and be flexible.
- Associates degree and 5+ years of experience in related field. Bachelor degree preferred.
- Experience with Infor Syteline ERP software a must.
- Efficient verbal and written communication skills.

Equal Opportunity Employer. To apply, send cover letter and resume to Jobs3@lavi.com

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