



PharmaGend

JOB DESCRIPTION

Position – Planning and Procurement Specialist

KEY DUTIES AND RESPONSIBILITIES:

- Establish the optimal production volumes based on demand, analyzing rough cut capacity, resource planning and detailed equipment planning.
- Create Supply Plan at site level which incorporate production plan and release plans to ensure that the production plans are accurately reflected in ERP System.
- Assess the impact of production plan on the budget operation costs and inventory.
- Work with MSAT function to ensure new product transfers and CMC activities are planned as per customers' requirement.
- Manage the sites delivery schedule on time in full (OTIF), ensuring that product is produced, released & shipped on time.
- Ensure high "Customer Service Level" ensuring up to date information with customers regarding delivery promises and inventory levels.
- Ensure direct communication with Customers / next point of supply chain, plant-internal and -external stakeholders & partners with regard to internal changes.
- Represent the point of contact for follow-up on time delivery dates and quantities & escalating changes related to supply.
- Optimize local planning processes such as lead times, planning policies and production frequencies to increase the efficiency of the production unit.
- Own and manage the planning parameters in ERP System like MOQ, campaign size, product segmentation.
- Manage procurement activities related to buying of pharmaceuticals ingredients and packing components in accordance with Company requirements and industry compliance.
- Support capital projects with budget more than US\$10-20 millions in procurement of machineries and related engineering services.
- Conduct Request For Quotation (RFQ) and work with relevant department on final vendor selection
- Identify and develop purchasing strategies to meet internal stakeholders and external customers' requirements.

EDUCATION & EXPERIENCE

- Education Level - Bachelor's degree in science or business
- Experience - 5 years planning/procurement experience in manufacturing environment and minimum 2 year experience in the pharmaceutical industry.
- In-depth experience with SAP system
- People management: leadership, cooperative, ability to influence
- Excellent critical thinking and problem solving capabilities
- Teamwork, influencing, communication skills, negotiation, conflict management
- Effective problem analysis and problem-solving

TO APPLY

Candidates are encouraged to apply this position via email to Phghr@pharmagend.com with the following information in the resume.

- Work experiences and job responsibilities.
- Current and Expected salary
- Reason for leaving.
- Date of availability
- Education background

We regret that only shortlisted candidates will be contacted.