



Production Planner

Release Date: July 16, 2026

Position

- Production Planner
- Production Dept
- Reports To: Production Manager
- FLSA Status: Exempt
- Term: Full-Time
- Compensation: \$55,000 - \$72,000 per year
- Telecommuting: Hybrid

Position Summary

The Production Planner plays a key role in ensuring the smooth, efficient, and timely execution of all manufacturing activities. This position is responsible for developing and maintaining production schedules, coordinating resources, and supporting day-to-day operations to meet customer demand and company objectives. The ideal candidate is highly organized, analytical, and able to thrive in a fast-paced production environment.

Key Responsibilities

- Develop and maintain daily, weekly, and monthly production schedules based on sales forecasts, capacity, and customer requirements.
- Coordinate labor, equipment, and raw materials to ensure production plans can be executed without delays.
- Monitor inventory levels for raw materials and finished goods, manage Kanban systems, and work closely with purchasing and warehouse teams to prevent shortages.
- Identify and address production bottlenecks, equipment issues, and material constraints to maintain workflow efficiency.
- Track production performance, analyze key metrics, and prepare regular reports for leadership, highlighting progress, cost impacts, and operational opportunities.
- Collaborate with engineering, sales, and manufacturing teams to ensure schedule alignment and support continuous improvement initiatives.



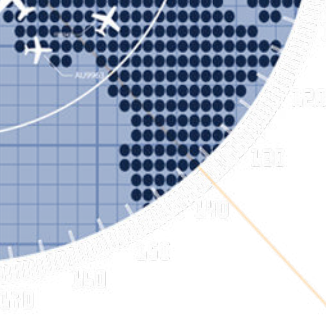
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Required Qualifications

- 1–3 years of experience in manufacturing, production planning, or supply chain operations.
- Proficiency with ERP systems such as SAP, Oracle, or Microsoft Dynamics, along with advanced Microsoft Excel skills.
- Strong analytical, problem-solving, and communication skills.
- Ability to manage multiple priorities and adapt to changing production needs.

Education

- High school diploma required; bachelor's degree in supply chain management, Business Administration, Industrial Engineering, or related field preferred.

Contact

To submit your resume or for further information e-mail employment@sunhillo.com. Alternatively, you may mail your resume to the following address. Remember to identify the position you are applying for.

Human Resources
Sunhillo Corporation
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