



Position Name: Master Scheduler/Production Planner
Reports to: Production Manager
Division or Department: Production

Lumenera Corporation, headquartered in Ottawa, Canada, is a leading developer and manufacturer of high performance digital products and solutions. Lumenera cameras are used worldwide in a diverse range of industrial, scientific and security applications, such as machine vision, medical research and homeland security.

Lumenera's swift response to market requirements combined with its advanced design, manufacturing and marketing capabilities has enabled the company to quickly establish itself as a market and technology leader in the markets it serves.

We have enjoyed much success in our recent past - receiving awards from OCRI for 'Technology Company of the Year', Ottawa Business Journal's 'Fastest Growing Company', and an award for 'Exporter of the Year' from the Greater Ottawa Chamber of Commerce. To learn more about our accomplishments please visit the News and Events area of our website at www.lumenera.com.

Lumenera is a wholly-owned subsidiary of Roper Industries Inc. [NASDAQ – ROP]; a diversified industrial company that produces engineered products for niche markets. Lumenera leverages Roper and its affiliates, further expanding our reach with access to their global supply chain.

Lumenera is seeking innovative and enthusiastic individuals to join our team who will help us drive next generation products and achieve corporate goals. Are you ready to make a difference in the world of digital imaging?

Objective:

Reporting to the Production Manager, the incumbent will perform various duties related to planning production builds of Lumenera cameras. The Master Scheduler/Production Planner will be responsible for interpreting changing internal & external customer demands, material plans and balancing requirements across the production lines.

Lumenera places high importance on manufacturing quality products and building and maintaining good customer relationships. The individual hired for this position must strive to help Lumenera achieve these goals throughout their daily tasks.

Applicants must have experience dealing with internal and external clients and have planned within a custom manufacturing environment. Candidates must be able to demonstrate experience in determining where customer demand should be produced.

Job Summary:

- Responsible for planning production builds based on daily orders and the sales forecast
- Responsible for generating job travelers and coordinating kit fulfillment with the Inventory Control Clerks
- Maintain customer satisfaction by ensuring orders are scheduled within 24-48 hours of receipt
- Plan production such that there is an even amount of work for each day of the week
- Sustain an excellent record of meeting customer commit dates by working with other departments to ensure scheduled dates are met
- Maintain stock levels of finished goods selected by the sales department
- Work with purchasing to ensure that there are no material issues in meeting the production schedule – highlight issues ahead of time and work with the appropriate groups/individuals to find resolutions
- Analyze the sales forecast 2-3 months in advance and highlight capacity constraints
- Hold weekly production planning meetings to review and highlight any issues with the current schedule

- Use the sales forecast to plan production a minimum of 6 weeks in advance to ensure that purchasing has time to bring in the required material
- Participate in process improvement initiatives by highlighting potential areas of improvement and suggesting solutions.
- Work with the production team to follow through on Corrective Actions that are tabled

Job Requirements:

- 2 – 3 years experience in a production planning role within a manufacturing environment
- Experience participating in process improvement initiatives
- Experience using an MRP system
- Exceptional communication skills with the ability to share information and viewpoints openly and directly with others
- Strong organizational/time management skills
- Solid problem solving & prioritization skills with the ability to make sound decisions in a fast paced environment
- Comfortable using Microsoft Office – specifically Excel/Outlook
- Self starter, ability to multi task, strong leadership capabilities
- Solution oriented approach to issues that arise with excellent follow-up skills to ensure issues are resolved

Assets:

- Experience using Epicor Vista/Vantage ERP system
- APICS certification/enrolment

Working Conditions:

- The incumbent will be required to sit at a computer workstation for several hours at a time.
- Every employee is required to undergo a security assessment which is conducted by Lumenera Designated Officers as per the requirements of the Controlled Goods Program.

Compensation and Benefits:

Lumenera offers competitive salaries that are commensurate with experience.

We are pleased to offer our employees a comprehensive medical benefits program (health, dental, vision), as well as a group RRSP program, which matches up to 3% of your base salary, but is dependant on your personal contributions. We also provide employees with 5 paid sick days in lieu of Short Term Disability.

In most positions, we offer 3 weeks vacation to start, and 4 weeks after 5 years of continuous service. All of these benefits are available to employees after a 3-month wait period.

We have an established Joint Health & Safety Committee as well as a Social Committee, which are both comprised of volunteer members. Lumenera also has a Charitable Donations program available to all employees.

All valid and approved business related expenses will be reimbursed to the employee.