

# Production Coordinator

## Ihre Aufgaben

### 1. Production Planning and Control

- ensure planning of all production processes, equipment and employee resources taking into account customer demand and available capacity
- ensure the fulfillment on the daily and monthly production plan and corrective actions with relevant departments
- contribute to regular production planning and control processes (especially in close cooperation with supply chain function of plant/operations unit)

### 2. People Management

- operate shop floor training management (i.e. education and training of variable staff for production, logistics and maintenance processes)
- ensure the availability of qualified employees for the production function in cooperation with plant HR
- initiate and control the continuous qualification of production employees in cooperation with plant HR

### 3. Production Execution

- ensure operation of all production and rework processes and equipment (e.g. extruding, printing, embossing and cutting etc.) according to standards and planning in close cooperation with maintenance (manufacturing engineering / facility management)
- ensure operation of in-process quality control and final inspection according to standards and planning
- improve and follow up regularly on quality and losses with relevant departments
- ensure operation of internal material handling and transportation (internal logistic) for semi-finished goods (raw materials and finished goods are excluded) according to standards and planning
- ensure production data acquisition (e.g. order, machine, process or quality data) according to standards
- ensures compliance with requirements regarding ESH

### 4. Cost Management

- initiates and implements action plans for continuous improvement of all production relevant processes.
- initiate and control measures to improve production process performance
- support production performance (KPI) monitoring and reporting (e.g. regarding cost, lead time, quality, scrap, waste, energy, OEE, etc.) in cooperation with manufacturing engineering and plant controlling



Job ID  
**REF82300V**

Standort  
**Zhangjiagang**

Leadership Level  
**Leading Self**

Job Flexibilität  
**Onsite Job**

Rechtliche Einheit  
**Benecke Changshun Auto Trim Co., Ltd.**

## Ihr Profil

- University degree, background in science and engineering
- least 3 years work experience in production management, experience in the automotive industry is preferred
- Good written English, be able to speak simply in spoken
- Good skills in conflict management, communication and coordination
- Experience in lean production management projects is preferred
- Good at problem-solving and have a high enthusiasm for production management

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