

Customer Supply Planner OE

Your tasks

Responsibilities:

Supply Planning & Coordination

- Coordinate customer requirements and prepare weekly delivery schedules for OE customers, monitoring adherence to established dates and times
- Create and maintain orders for shipments from Mexican warehouses in SAP; coordinate with warehouse management on personnel assignment and transportation logistics

Demand Forecasting & Inventory Management.

- Obtain customer information on a monthly and weekly basis; download and analyze customer requirements via EDI and web-based systems to support demand forecasting
- Coordinate production planning (SLP) for imported products and maintain inventory control across MXTO and MXPO warehouses with 45-day stock coverage
- Load forecasts into APO systems and analyze market conditions, seasonality, and trends to prepare monthly reports with recommendations

Production & Logistics Coordination.

- Communicate and coordinate with production plants in Europe, USA, and South America; coordinate production and delivery of Engineer-to-Order (ETO) products in compliance with Product Engineering teams
- Follow up on customs clearance processes for imported items and maintain logistics documentation

Systems & Customer Service.

- Provide technical support for new product development through EDI, SMART, DDL, and SAP systems; address customer claims regarding delivery anomalies and manage electronic invoicing and price changes

Finance Support.

- Steers up on matching the company and customers information regarding and outstanding balances.
- Lead Customer Service team to ensure the overdue's level are matching with the Business unit established targets.
- Elaborate information about invoices issued by OE / electronic invoice - timbrado fiscal
- Monitor price changes for the preparation of retroactive
- Provide delivery support via ASN
- Rebilling for price changes or Tax stamping issue



Job ID

REF95586N

Field of work

Manufacturing Operations and Production

Location

Santiago de Querétaro

Leadership level

Leading Self

Job flexibility

Hybrid Job

Legal Entity

Continental Tire de México, S. de R.L. de C.V.

- Attend weekly meetings to monitor overdue balances.

Your profile

Education

- Bachelor's Degree in Industrial Engineering, Business Administration, Logistics Engineering, or equivalent discipline.
- Minimum 3-5 years of professional experience in supply planning, logistics operations, or related functions.
- Advanced English: Proficiency in listening, speaking, reading, and writing required for professional communication.

Technical Knowledge

- Intermediate proficiency in Microsoft Excel, including advanced formulas, data manipulation, and reporting capabilities.
- Competent SAP (SD) skills, including report generation, transaction execution, system navigation, and data entry.
- Power BI Knowledge Desirable.
- Ensure financial procedures.

Customer and Communication Skills

- Demonstrated commitment to customer-centric service delivery with focus on internal and external stakeholder satisfaction.
- Ability to communicate complex information clearly to diverse audiences, including peers, management, and external customers.

Our offer

Continental we are committed to building an inclusive and discrimination-free ecosystem in Mexico, these principles are rooted in our corporate philosophy and culture. Therefore, it is totally forbidden to request a pregnancy or HIV test as part of our selection processes.

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About us

Continental desarrolla tecnologías y servicios vanguardistas para la movilidad sostenible e interconectada de personas y bienes. Fundada en 1871, la empresa de tecnología ofrece soluciones seguras, eficientes, inteligentes y asequibles para vehículos, máquinas, tráfico y transporte. En 2022, Continental generó ventas por 39 400 millones de euros y actualmente emplea a unas 200 000 personas en 57 países y mercados.

Con su cartera de productos de primera calidad en el segmento de llantas para automóviles, camiones, buses, vehículos de dos ruedas y especiales, el sector del grupo Llantas es sinónimo de soluciones innovadoras en el ámbito de la tecnología de las llantas. La cartera se

completa con productos y servicios inteligentes relacionados con las llantas y la promoción de la sostenibilidad. Para los concesionarios especializados y la administración de flotas, el grupo Llantas ofrece sistemas digitales de monitoreo y gestión de llantas, además de otros servicios, con el objetivo de mantener las flotas en movimiento y mejorar su eficiencia. Con sus llantas, Continental contribuye significativamente a una movilidad segura, eficiente y respetuosa con el medioambiente.