

### Material Planner

TR Fastenings Ltd specialise in distributing and manufacturing standard and specialist industrial fasteners. Through our global operations, TR employs over 1,200 highly skilled and experienced people. Every colleague around the world is a valued member of the TR family who on a daily basis work together to deliver a high-quality service for all our customers

We are looking to recruit two Material Planners on a permanent basis. These positions are based at Bellbrook Park.

#### The Role

Reporting to the Purchasing Team Leader, your role will be to ensure all purchasing processes including re-works, kitting and stock control operate effectively to give full and complete support to Sales in the Automotive Sector, working with customer forecasts and fluctuations in their demand.

Key tasks include:

- To ensure stocking is in line with Company policy in order to achieve optimum stock turn, to achieve total customer satisfaction.
- To maintain the profiling of customer dedicated stocks, ensuring stock write-downs are avoided to maintain continuity of supply.
- To work closely with Sales to reach a nil overdue outcome.
- To keep accurate branch records and effectively control stock, which will involve deferring stock to maximise cash flow.

Working hours will be 37.5 hours per week, Monday to Friday.

#### The Candidate

Ideally you should have experience in material planning although full training will be provided. Experience of Microsoft Dynamics 365 is desirable although not critical. You will need to have excellent communication skills together with a good telephone manner and be able to communicate at all levels.

Being a good all-round team player is a must, as is the ability to work to deadlines and think on your feet. The successful candidate must be able to demonstrate flexibility in their approach, be able to prioritise and remain focused at all times, along with the ability to be able to negotiate.

It is advantageous that you will be proficient in the use of Microsoft products in particular Excel, although this is not essential as training will be provided. You must have a good standard of numeracy and literacy.

#### To Apply

If you are interested in applying, please contact Katia Sparks Group HR Officer on 01825 747324 ext. 4324 or email your CV to [Careers@trifast.com](mailto:Careers@trifast.com)

