

**Engineer – Production Planning and Control (Full Time Role)**  
**Umbergaon - Vapi, Gujarat**

**ABOUT UNITILE:**

Unitile is India's #1 Raised Access Flooring Brand. With over 27 years of experience, Unitile provides successful and efficacious access flooring solutions to the modernized world by comprehensively understanding the workplace environment. With exceptional product quality and an unsurpassed technical support services, Unitile is successfully redefining the structure of today's ever-evolving workspaces with over 15,000+ clients globally.

**CANDIDATE PROFILE**

- Should have Experience of 5-10 years in the area of Production, PPC, Industrial Engg. Or similar function
- Adequate knowledge of Plant, Machinery & processes, he is exposed to in the current company
- Should be conversant with the production / shop floor systems, relevant ERP or similar systems
- Should be able communicate & get the work done from Supervisors & workmen

**KEY RESPONSIBILITIES:**

He must be able to

- Plan, improve and design PPC system, to carry out production to meet the promised delivery dates consistent with minimum cost and product quality standard
- Work closely with Sales team to understand the priorities and incorporate them through proper 'Production, Planning and Control' department activities to achieve customer commitments and project timelines
- Co-ordinate the production activities of different internal departments & ensuring smooth flow of materials by eliminating bottlenecks if any.
- Plan, co-ordinate and ensure production and smooth flow of bought out components from vendor's facility in line with internal demand & customer commitments
- Maintain adequate but not excessive stock of raw materials, WIP, and of finished goods to meet production requirements and delivery schedules at the most economical level in co-ordination with Purchase department
- Manage all production resources efficiently to deliver production volumes on time, highest yield and productivity
- To co-ordinate & utilize labor, materials, and equipment most effectively and economically
- Resolve workflow bottle necks to achieve maximum production efficiency, lower production costs and improve product quality
- Establish production and delivery targets, checking it against performance and submit MIS reports time to time
- Build, design and maintain flexibility in manufacturing operations, to accommodate rush jobs or to meet contingencies.
- Work and plan alternative production strategies in case of emergencies.
- Ensure capacity utilization is in tune with forecast demand at all the time
- Understand vendor managed products and manufacturing processes and plan them in such a way that there is no impact on our production and dispatch commitments
- Co-ordinate & Work cross-functionally with other plant teams like Sales, Projects (On-site Installation teams), Dispatch, Supply chain, Quality, Engineering, and other stakeholders to improve production process, quality, cost control and productivity.
- Maintain and document PPC records, process changes and process control wherever appropriate
- Communicate & motivate entire production team by creating a learning, problem solving, improvement oriented environment / culture

**REQUIRED SKILLS:**

**Skills:**

- Should have exposure to shop floor improvement projects to increase Productivity, Output, Safety, Ease of handling etc.
- Should be conversant with Plant SOPs, Documentation, Visual SOPs & modern practices across industries
- Conversant with MRP Software and effective utilization of the same
- Possibly aware of MOST or similar other work measurement systems
- Should have basic knowledge to implement JIT (Just in Time) concept
- Exposure to the WCM / TPM / Six Sigma / Equivalent System for Plant improvement
- Should be conversant with ISO / OHSAS & similar systems

- Should have good knowledge of Computers using Excel, Word, PowerPoint & any ERP related to his company
- Good Communication skills - written and oral,

**Personal Attributes:**

- Result Oriented,
- Analytical approach,
- Positive Attitude,
- Hardworking,
- Team Player
- Ability to handle pressure & deliver in demanding situation

**Qualification and Experience:**

- Diploma / Degree in Engineering from reputed University
- Should have Experience of 5+ years in the area of PPC, Production, Quality Assurance, Industrial Engg.
- Should be working in PPC or Production area / activities in his current role
- Local or should be ready to relocate near Factory / Umbergaon / Vapi

Salary would be in line with the experience

***IT'S MUCH MORE THAN WORK HERE AT UNITILE!***