



JOB DESCRIPTION

PLANNING MANAGER

OBJECTIVE

Reporting to the Vice President of Operations, Canada, the Planning Manager is responsible for determining raw product supply requirements and building an executable production plan to match variable customer demand. This role leads the planning of raw product supply and integrates those supply requirements into the daily production schedule to ensure optimal service levels, efficient plant utilization, and controlled costs. The Planning Manager works directly with the production team and the procurement team to manage the supply chain connected to the production plant. This role requires strong analytical capability, operational judgment, and the ability to make data-driven tradeoffs in a fast-paced manufacturing environment.

QUALIFICATIONS

Education:

- University degree / college diploma in Supply Chain, Operations, Engineering, Analytics, or a related discipline

Experience & Skills:

- 3+ years' of experience in supply planning or production planning (food/agri-business preferred)
- Strong understanding of agricultural supply chains, raw material variability, and production scheduling constraints.
- Hands-on experience working with plant schedules, inventory data, and operational KPIs
- Strong analytical and problem-solving capability
- Strong communication and interpersonal skills (verbal and written)
- Proficiency in Excel, planning tools, and reporting systems
- Ability to translate data into clear, actionable insights for plant teams
- High attention to detail and execution discipline
- Ability to travel as needed (Canada/U.S.)

PRINCIPAL RESPONSIBILITIES

1. Plan and maintain bulk raw potato supply, aligning raw product inventory levels with customer demand, production requirements, and supply risk.

2. Partner with the Procurement team to execute supply plans and maintain optimal inventory levels at the production facility.
3. Build and manage the daily production schedule, ensuring raw material availability is aligned with line capacity, labour availability, and operational constraints.
4. Optimize raw material utilization and scheduling to minimize waste, manage inventory age, and maximize throughput and yield.
5. Own real-time plan adjustments in response to changing conditions and clearly communicate schedule priorities to all stakeholders.
6. Identify scheduling risks, capacity constraints, and escalate issues with recommended mitigation actions.
7. Coordinate with Maintenance, Production, and Quality teams to incorporate planned downtime and quality requirements into schedules.
8. Maintain accurate scheduling data, systems, and documentation to support reporting and continuous improvement.
9. Develop and enhance planning tools, reports, and dashboards to improve visibility, decision-making, and operational performance.
10. Support continuous improvement initiatives by strengthening planning processes, data integrity, and cross-functional alignment.
11. Perform other duties as assigned by the Vice President of Operations, Canada.