



# PRODUCTION PLANNER AND COORDINATOR

## PRODUCTION PLANNER AND COORDINATOR ROLE

Build Modular/Evergreen is a part of the well-established Property Partners Group, aiming to become a leader in solving New Zealand's housing shortage by using world-leading technology to enable off-site manufacturing of affordable and environmentally friendly apartment buildings.

We are revolutionising the way buildings are constructed in NZ. We are having a heap of fun building a fit-for-purpose factory, creating a close-knit team, and establishing lean processes and procedures in the office and factory.

We are searching for a hands-on Production Planner and Coordinator who enjoys working in a dynamic and fast-moving environment. As a Production Planner, you will create, maintain, and implement an effective production schedule to ensure that KPIs are achieved, and customer specifications are met on time. This includes collaborating with the production team and suppliers, conducting root cause analysis to reduce downtime and communicating changes to the wider team.

## WHAT IS IN IT FOR YOU?

- Wiri Based - beat the Auckland traffic!
- Be part of the start-up team for a well-established parent company
- Great team culture with a strong Health and Safety commitment
- Supportive leadership team

## WHAT YOUR DAY TO DAY WILL LOOK LIKE:

- Produce and communicate production schedules that will ensure DIFOT performance exceeds the target
- Conducting quarterly published production plan reviews, ensuring constraints and issues are escalated
- Make suggestions to improve workflow and gain efficiency through production
- Measure and report performance to plan all identified KPIs
- Escalate delivery issues, overcapacity volumes, or production downtime
- Leading regular production planning meetings
- Continually reviewing and improving production policies, procedures, and systems.

## ABOUT YOU?

- Tertiary qualifications in Operations Management, Manufacturing, Construction or equivalent
- A minimum of 3 years of experience in a similar role
- Strong Microsoft Excel skills
- Sound understanding of Lean Manufacturing
- An ability to think practically with problem-solving capability and a "can-do" attitude
- Be friendly and approachable with the ability, flexibility, and willingness to work as part of a team
- Ability to communicate and collaborate effectively with people from all levels of the business
- Excellent time management, planning and organisational skills with excellent attention to detail
- Ability to multi-task and prioritise tasks with strict deadlines.

Apply now if you want to be part of the team revolutionising how buildings are constructed to positively contribute to the housing shortage in NZ.

You must be a permanent resident or NZ citizen to apply as we are not yet an accredited employer.