



Global Communication Semiconductors, LLC

Corporate & Foundry
23155 Kashiwa Court, Torrance, CA 90505
Telephone: 310-530-7274 Fax: 310-517-8200
Website: www.gcsincorp.com

Job Title: **Production Control Planner**
Job Req: #0692
Department: Production Control
Status: Full-Time/Exempt
Shift: Day

Job Description

- Schedules Production and Engineering Orders
- Maintains Inventory Management – Epi wafers and finished goods
- WIP Management - Sets priorities and expedites lots
- Communicates with customer on order requirements and schedule
- Lot Start Kit - Prepares documentation, obtains approvals and issues wafers
- Maintains lot information in MES system
- Maintains Photomask Inventory Control
- Supply Chain Management - Selects, qualifies, audits, and manages suppliers.
- Manage activities of receiving coordinators
- Oversee receiving activity to ensure accuracy, completeness, and compliance to written receiving instructions
- Assist receiving coordinators in receiving activities
- Resolve receiving disputes

Job Requirements

- Bachelor's Degree from four-year college or university, and three to five years of related experience and/or training, or equivalent combination of education and experience
- Certificates, licenses and registrations desired: APICS CPIM
- Familiar with production control/material handling in semiconductor wafer fabrication or similar manufacturing
- Detail-oriented and work effectively under pressure while meeting applicable deadlines.
- Establish and maintain effective working relationships with internal and external organizations, groups, team members and individuals.
- Friendly, courteous, service-oriented, and flexible and enjoy working with a variety of staff.
- Computer skills required: Contract Management Systems; Inventory Software; Microsoft Office Suite; Project Management Software
- Mandarin speaking desirable