

End-to-End Materials Planning Specialist

Job ID
REQ-10048013
Jun 18, 2025
Mexico

Summary

The End-to-End Materials Planning Specialist is responsible for the consolidation and planning of long-term material requirements across multiple manufacturing sites. The role ensures accurate material availability, optimizes inventory, and supports supply continuity for critical materials. Additionally, this role requires collaboration with procurement, logistics, and production teams to ensure seamless execution of material planning & delivery process. This role may also support allocation of RLT doses within production sites. This involves developing and implementing production plans that ensure optimal utilization of resources while meeting customer demand and production targets.

About the Role

Key Responsibilities:

- **Critical Materials Planning:** Consolidate long-term material requirements and inventory levels across manufacturing sites to develop an accurate net requirement plan for critical materials, ensuring production continuity.
- **Supply Network Support:** Provide ad hoc support to the **End-to-End Supply Network Planning Manager**, stepping in during absences (e.g., leave, holidays) to cover key planning responsibilities and maintain supply continuity.
- **Reporting and Analytics:** Assist in the creation of reports for End-to-End Planning Managers, ensuring accuracy and timely delivery of insights to support data-driven decision-making.
- **Cross-Functional Collaboration:** Engage with procurement, logistics, and production teams to align material plans with demand, address potential shortages, and optimize resource allocation.
- **Process Optimization:** Support initiatives to improve materials planning accuracy, inventory management, and risk mitigation strategies to minimize supply chain disruptions.
- **Supply and Capacity Monitoring:** Define, implement, and monitor supply and capacity performance of vendors across the network to ensure smooth operations.
- **Scenario Analysis:** Conduct supply scenario assessments within the tactical horizon 0-36 months in case of material bottlenecks, making recommendations on cost optimization, inventory balancing, and risk mitigation.
- Support creation of supply plans at site level which incorporate production plan and logistics plan & ensure that the production plans are accurately reflected in 3Agest System.
- Participate in S&OE meetings, prepare consolidated material forecasts for each critical material . Analyse potential risks and develop contingency plans to mitigate impact on S&OE and S&OP. Collaborate with cross-functional teams to gather and analyse regional/product demand data and calculate requirements
- Support local site supply chain teams for D365 and LDC for materials planning modules. Providing solutions for risen problems or difficulties. Optimize local material planning processes

Main Requirements

- Bachelor's degree in supply chain management, Logistics, Business Administration, Engineering, or related fields. MBA preferred.
- English fluently, verbally and in writing.
- 2+ years of experience in high demand logistics
- APICS certification is preferred.
- Able to manage multiple projects simultaneously and prioritize tasks based on demand.
- Problem solving ability in cross-functional and multi-cultural environment.
- Operating with integrated ERP tools. Proficient with MS Excel.
- Highly organized with strong orientation process / project management orientation
- Excellent interpersonal and communication skills
- Demonstrates strong personal ethics and responsibility to purpose

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Division

Operations

Business Unit

Universal Hierarchy Node

Location

Mexico

Site

INSURGENTES

Company / Legal Entity

MX06 (FCRS = MX006) Novartis Farmacéutica S.A. de C.V.

Alternative Location 1

Ivrea, Italy

Alternative Location 2

Prague, Czech Republic

Alternative Location 3

Slovenj Gradec, Slovenia

Functional Area

Technical Operations

Job Type

Full time

Employment Type

Regular
Shift Work
No
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