



Job Description

Job Title: Production / Material Planner
Company: Willis Lease Finance Corporation
Location: Coconut Creek, FL
Department: Engine Repair Station

Summary:

The Production/Material Planner is responsible for ensuring the repair station has the necessary parts and materials available to maintain WLFC and third-party engines by coordinating with the Director of Quality, Repair Station Leads and parts purchasing groups to establish stock available to the shop. The Production/Material Planner will work closely with the Director of Quality in setting up and maintaining the ERP system templates which include the Bill-Of-Materials (BOM) and Tooling requirements for each engine type/model.

Responsibilities:

- Plans the necessary inventory availability for the repair station ensuring quality and timely product delivery, achievement of cost goals and adherence to defined customer delivery schedules.
- Manage all repair station consumables, including both cost and availability.
- Coordination of materials sent out for repairs.
- Coordinates materials returning from field service, outside repairs, and domestic and international lease returns.
- Coordinates with purchasing to maintain the necessary inventory levels of engine conversion kits, FWS conversion kits, lease return filter kits, and any other critical component(s).
- Receive, allocate and issue parts and consumables.
- Other duties and responsibilities as assigned.

Qualifications / Requirements:

- Must have High School Diploma or equivalent experience.
- Min 3-year experience; CFM56, CF34 and V2500 preferred.
- Careful workmanship and attention to detail in performing duties.
- Ability to work under stressful conditions.
- Ability to read, understand and follow manual instructions in English.
- Strong written and oral communication skills.
- Ability to train others with procedures, methods, and practices in accomplishing tasks timely.
- Self-motivated, and results driven.
- Knowledge of Excel, Word, and PowerPoint.



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Travel/Misc.:

- International and domestic travel may be required.