



Master Scheduler

Job Description

Martin UAV is actively building a team of world-class employees to help assist in developing revolutionary unmanned aircraft systems technologies.

We are currently seeking a highly skilled Master Scheduler with experience in program planning and scheduling, as well as schedule tracking, analysis, maintenance and reporting.

In this role, you will work closely with technical experts, project leads and project managers in creating, managing and analyzing project schedules and associated performance metrics. This position will report to the COO.

The Master Scheduler is responsible for developing finished goods master production plans to satisfy customer demand in the Order Management System (OMS) while minimizing on hand finished goods inventory levels in support of site Days Inventory Outstanding (DIO) objectives. This is accomplished by structuring, managing, and controlling time-phased net finished good replenishment requirements by inventory location using ERP Master Production Scheduling (MPS) and Rough Cut Capacity Planning (RCCP) capabilities under direction of the site Supply Chain Procurement Director and Sales, Inventory, & Operations Planning (SIOP) Team.

Responsibilities

- Program planning and scheduling, as well as schedule tracking, analysis, maintenance and reporting
- Interface with Control Account Managers, customer, subcontractors, project managers, contracts, senior technical personnel, and senior management to track and report schedule progress
- Work with Program Management staff to develop the program Integrated Master Plan (IMP) and Integrated Master Schedule (IMS) as required by contract, ensuring cost/schedule integration is maintained per industry standards
- Creation of detailed program schedules on assigned program(s); identify and monitor the Program Critical Path and maintain Earned Value metrics for the Program Schedule
- Assist in the development and analysis of schedules for proposals
- Maintenance and control of Master Production Scheduling (MPS) to manage future finished goods inventories and replenishments
- Performing maintenance and updates to (MPS) planning procedures and work instructions as required to improve Master Scheduling performance
- Working with Manufacturing and Engineering to understand capacity shortfalls and scheduling options identified by Rough Cut Capacity Planning (RCCP) ensuring material & capacity availability
- Working with Sales, Manufacturing & Flight Operations teams to understand inventory objectives and strategies as well as master scheduling givens and assumptions

- Working with Warehousing to understand finished goods inventory storage capacities and constraints
- Working with Compliance to understand and comply with regulatory requirements
- Complying with site policies, procedures, work instructions, risk management, and regulatory requirements
- Creation and maintenance of time-phased net weekly finished goods replenishment requirements based on reviews of finished good demand / forecasts, rough available capacity at bottlenecks, on hand finished goods inventory, and finished goods master planning data
- Ensuring that component availability and inventory-related performance metrics are achieved
- Ensuring that finished goods availability and inventory-related performance metrics are achieved

Skills and Experience

- 5+ Years experience in a Master Scheduling role as well as ERP/MRP
- Expert knowledge of Microsoft Project and Milestone Pro desired
- Demonstrated experience in using MS Office suite products (MS Word, Excel, PowerPoint, etc.)
- Knowledge and experience with SRA tools (e.g. Full Monte, Risk+)
- IMS critical path analysis and experience in supporting government program/project management ANSI 748 compliance requirements
- Good presentation, communication, and training skills
- EVMS trained with Integrated Baseline Review (IBR) experience
- Project Management Professional Certified (PMP or PMI-SP) preferred
- Aerospace Industry preferred

Qualifications

- Required BS in Supply Chain or Operations Management discipline or 8+ years of related experience in Aerospace and Defense Product Sourcing, Supply Chain Management or Manufacturing, Enterprise Resource Planning and/or Aerospace Manufacturing Experience
- Effective teamwork, integrity, negotiation, and collaboration skills
- Effective written and verbal communication skills
- Effective planning, organizing, communication, and conflict management skills
- Experience training and development of team members
- Potential for up to 25% travel
- Applicants must be U.S. persons as defined by the ITAR (22 CFR §120.15)

Compensation

We are located in Prosper, Texas and offer a comprehensive benefits package including medical, dental, vision and life insurance, PTO days, and a 401(k) plan with company matching.

Contact our Careers Team at Careers@MartinUAV.com to submit a resume and a statement regarding your suitability for this position.