



# **Interflour Group**

## **Job Description**



## Job Description

<b>JOB TITLE</b>	
PPIC Manager	
<b>DEPARTMENT / UNIT / COUNTRY</b>	
Production Plan Inventory Control/ PT Golden Grand Mills/ Cilegon, Indonesia	
<b>REPORTING TO</b>	
General Manager	
<b>Role</b>	
The role of this job is to manage the development of the production plan by collaborating with Supply Chain / Logistic Planners and Corporate Demand Planning teams.	
<b>MINIMUM REQUIREMENTS</b>	
<b>Education / Experience</b>	<ul style="list-style-type: none"> <li>• Bachelor Degree or S1 in Food Technology, Business Administration, Management, Economics or any related field from a reputable university.</li> <li>• At least 10 years' experience in manufacturing with managerial capacity.</li> <li>• Strong working knowledge of planning, input/output control, product management, demand management and project management.</li> </ul>
<b>Specific Skills (Knowledge, skills and abilities)</b>	<p><b><u>Functional skills:</u></b></p> <ul style="list-style-type: none"> <li>• Excellent interpersonal, communication and negotiation skills and possess strong initiative and problem solving skills.</li> <li>• Personal attributes should include strong organisational and analytical skills, sound professional judgment, and problem solving capabilities.</li> <li>• Proficient in the use of Microsoft Office, MRP / ERP system or SAP.</li> <li>• Good written and oral communication skills in English and Bahasa Indonesia.</li> <li>• Ability to work under pressure and within deadlines.</li> <li>• Proactive, hardworking, detail oriented and independent</li> </ul>

## Job Description

### AREAS OF RESPONSIBILITY (AOR)

#### Header

#### Definition

#### IN ORDER TO, what results

#### Production Management

- Manage the development of the production plan by collaborating with Supply Chain / Logistic Planners and Corporate Demand Planning teams.
- Responsible for the stock accuracy and ensure all transactions are executed timely and accurately with respect to Company SOP's and compliance.
- Manage inventory level of consumable parts of production including but not limited to packaging material and additives.
- Maintain the acceptable and accurate level of inventory to ensure continued operation and avoid product / inventory shortage.
- Minimize overstocks and removal of obsolete of the raw materials, packing materials and finished goods to maximize availability of working capital.
- Provide routine management information on inventory performance: monitor and evaluate consumable usage & costs; monitor and evaluate material utilization and scrap.
- In charge for production closing / extraction adjustment considering all inputs: product extraction, wheat quality data, water adding, etc and liaise with Finance and Production for the execution of closing.
- Ensure the raw and packing materials are ready and available for production as and when required.
- Ensure integrity and accuracy of stock management system.
- Ensure the compliance of PPIC organization with current system management, ISO 9001, Food Safety, OHSAS, etc.

#### Planning & Reporting

- Plan, direct, and coordinate production activities to meet Supply Chain metrics for product availability and on time delivery
- Plan the raw materials, additives and packing materials requirement for production.
- Prepare raw materials, additives and finished goods stock report daily, weekly and monthly.
- Provide report of additive cost and its forecast in line with Bill of Materials forecasting.

#### Supervising

- 1 PPIC staff

#### Ad-hoc

- Able to undertake special projects and other duties as assigned.