



Position: Planning and Forecasting Analyst

Reports to: Director, Forecasting and Planning

FLSA Status: Exempt

The Planning and Forecasting Analyst is responsible for supporting the Planning and Forecasting department in evaluating inventory, forecasting and production planning strategies, recognizing areas for improvement and making appropriate recommendation for change.

Primary Functions:

- Implement MZB's inventory management strategies including inventory velocity, target inventory levels, safety stock policies and disposition of obsolete inventory
- Analyze and report impact of demands on future inventory levels along with forecasts and safety stock recommendations
- Responsible for developing and maintaining target inventory levels by SKU to support the business forecast and MZB Supply Chain Objectives.
- Analyze, reconcile, support and execute inventory tactics and strategies to meet the corporate goals for fill rate, turnover, obsolescence, aged inventory, inventory cancels and refurbishing through collaboration with the Planning and Supply Chain teams
- Proactively drive sku lifecycle management to minimize potential obsolescence and maximize cost recovery. Identify unproductive inventory for substitution or liquidation, in order to optimize inventory productivity and turn.
- Provides Root Cause analysis in the review of inventory problems outlines and manages solutions.
- Collaborates with key partners in supply chain, sales, and planning to facilitate operational corrective actions which support attainment of the corporate inventory, customer service and profitability objectives.
- Provide back up and overflow support for the Master Scheduler, including scheduling production
- Identifies, recommends and leads continuous improvement projects to improve service levels, utilization of inventory and process efficiency
- Meets regularly with cross-functional partners to discuss the impact of key company objectives and initiatives, new product introductions, promotions, and seasonal planning will have on inventory and the distribution network.
- Work with Forecast Analysts on obsolescence reviews and act as point of first contact for problem resolution
- Tracks and reconciles weekly/monthly metrics versus established targets
- Supports annual planning process

Qualifications/Skills and Knowledge Requirements

- Bachelor's degree in Supply Chain, statistics, finance or other mathematically related fields.
- Two to three years experience in inventory control, materials management or other related fields.
- Experience with ERP application software
- Strong analytical skills and statistical knowledge with thorough attention to detail
- Demonstrated strong verbal and written communication skills
- APICS certified (American Production Inventory Certification Society) a plus.
- Strong analytical and process management skills
- Extensive knowledge of Excel, PowerPoint, and Word