



PR/160432 | Planner

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1586520

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

June 23rd, 2026 08:00

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company Overview

A metal fabrication company currently looking for a detail-oriented production planner to manage production schedules, ensure material availability, and meet customer demand efficiently.

Key responsibilities:

- Plan and schedule production jobs based on machine capacity, stock availability, and delivery timelines.
- Monitor daily production output and maintain accurate reporting and records.
- Coordinate with production, design, sales, and buyers to ensure timely material supply and order fulfilment.
- Check inventory levels and follow up on material orders and deliveries.
- Oversee delivery, receiving, shipping activities, and shipment targets.

- Maintain proper documentation control and SOP compliance.
- Support day-to-day operational tasks assigned by management.

Candidate requirements:

- At least SPM or Diploma holder.
Minimum 1 year working experience in related field.
- Basic computer skills & good time management skills
- Good in problem-solving & communication skills.
- Ability to identify materials and understand production needs.
- Able to monitor machinist performance, workload, and subcontract work.

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Company Description