

Deputy Planning Manager/Master Planner

Position Summary:

Has day to day implementation responsibility for coordinating and expediting the flow of work, manpower and materials within or between departments, crafts, and work locations as delegated by the Planning Manager.

ESSENTIAL DUTIES AND RESPONSIBILITIES INCLUDE THE FOLLOWING: Because Eastern Shipbuilding is continually growing to meet the needs of our customers, the essential duties and responsibilities may be different than described.

- Regular attendance at work and the ability to work flexible hours, including overtime, weekends, and holidays.
- Develop and manage a master schedule to establish sequence and lead time of each operation to meet production schedule and delivery date of marine vessel(s).
- Ensure daily production requirements are achieved to meet customer expectations.
- Coordinate production workflow for one or multiple projects.
- Analyze production specifications and shipyard capacities to determine manufacturing processes, manpower, material, and tools, etc.
- Determine material, manpower, and equipment requirements to meet production schedule and customer expectations.
- Communicate with craft superintendents to determine status of assigned work.
- Expedite operations that delay production schedules and alter schedules to meet unforeseen conditions.
- Monitor jobs to ensure they will finish on time and within budget.
- Confer with Engineering, Purchasing, and Human Resources, etc. and resolve any issues.
- Ensure the smooth and cost-efficient flow of production operations.
- Provide information needed for Earned Value Management (EVM) reporting.
- Perform other duties as assigned.

Supervisory Responsibilities:

Directly and/or indirectly supervise employees assigned to Planning to ensure implementation of processes. Responsibilities may include training employees; planning, assigning, and directing work. Travel is primarily local during the business day, although some out-of-area and overnight travel may be required.

Requirements:

Education/Experience: Bachelor's degree in Business Administration, Management or Construction, with five or more years' experience in a Planner or Project Manager position desired. An equivalent combination of education and experience may be considered. Working experience in a manufacturing or Shipbuilding environment desired. Working experience on a government contract preferred.

Skills: Intermediate level Microsoft Windows, Word, Excel, and Outlook Express, Primavera. Ability to read and interpret documents such as blueprints, safety rules, general business periodicals, professional documents, Company policies/procedures, and governmental regulations. Ability to multi-task and prioritize tasks with strict deadlines. Ability to effectively present information and respond to questions from senior management, employees, government officials, and the public. Ability to apply common sense understanding to carry out instructions furnished in written, verbal, or diagram form.

Behavioral Attributes: Requires the ability to obtain and maintain a SECRET security clearance. Integrity, flexibility/adaptability, initiative, interpersonal skills, attention to detail and multi-tasking. Maintain the confidential integrity of details pertaining to Eastern Shipbuilding Group.

Physical Demands:

The physical demands described here are representative of those that must be met to successfully perform the essential functions of this job.

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets, fax machines, and smartphones. While performing the duties of this job, the employee is regularly required to communicate. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Employer Benefits

Company paid health, dental, and life insurance; other benefits include vision, disability, accident, cancer, and life insurance, pre-paid legal, paid vacation and holiday pay.

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disability status or any other status or characteristic protected under applicable federal, state, or local laws. Pre-employment drug testing and physical required. For consideration, qualified applicants may apply in confidence at:

www.easternshipbuilding.com

Apply

Eastern Shipbuilding Group, Inc. - Human Resources
13300 Allanton Road, Panama City, FL 32404 or
134 S. East Ave., Panama City, FL 32401
HR@easternshipbuilding.com



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