Manufacturing Planner / Production Scheduler – Job Order 1431021

Expanding one-hundred-and-one-year old family-owned pattern shop, aluminum sand foundry, and machine shop business is seeking an applicant with excellent communication skills to assist the Foundry Superintendent in maintaining shop work order and tracking system. All specific skills will be learned on-the-job.

Job description includes creating shop orders, scheduling and tracking manufacturing production throughout the plant, including milestones, shop travelers, order entry, follow-up, tracking, internal expediting and planning using our custom in-the-cloud software application. Job also involves walking around the shop to hand verify counts and part locations.

Job Requirements

Well organized individual with great communication skills capable of multitasking and comfortable with screen time.

Applicants must have a valid social security card, Photo ID, be able to pass a pre-employment physical including a witnessed drug/alcohol urinalysis, and maintain a bank account for weekly direct deposit pay.

Company works Monday thru Thursday 6:00am-4:30pm, 10 hours per day, 40 hours per week and has every Friday off of 52 three day weekends!

Company currently provides subsidized Health Care individual, parent/child, husband/wife, or family plans.

Company provides 50% employer matching 401(k) retirement plan. Disability insurance, holiday, and vacations.

The working environment is a family-friendly atmosphere made up of men and women of diverse backgrounds with special skills in molding, metalworking, and CNC machining, working together to produce high-quality American-made aluminum castings for commercial and defense applications.

Email resume to: rworen@oedworks.com

Now Hiring is a service of the Mayor’s Office of Employment, the Baltimore Workforce Development Board and multiple workforce partners.