

ELENA VASQUEZ

PRODUCTION PLANNER

CONTACT

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🏠 Grand Rapids, MI

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SUMMARY

Production planner with 5 years in office furniture and automotive interiors manufacturing, building schedules from customer demand, capacity and material availability in SAP. Strong in Microsoft Excel, capacity planning and inventory management, with the problem-solving skills to rebalance a plan when a line goes down. APICS CPIM certified.

SKILLS

- Production Planning
- SAP
- ERP/MRP Systems
- Microsoft Excel
- Capacity Planning
- Inventory Management
- Scheduling
- PowerPoint
- Problem-Solving Skills
- Attention to Detail

EDUCATION

Bachelor of Science

05/2021

Grand Valley State
University

Allendale, MI

Supply Chain Management

CERTIFICATES

Certified in Planning and Inventory Management (CPIM)

09/2024

ASCM (APICS)

EXPERIENCE

Production Planner

04/2023 - Present

Lakeshore Office Systems

Grand Rapids, MI

Planner for two seating assembly lines at a 600-employee contract furniture plant.

- Plan weekly output for 2 seating lines and 140 finished SKUs in SAP, holding schedule attainment at **96%**.
- Review MRP exceptions in the ERP/MRP systems each morning with buyers, cutting component shortages by 30%.
- Rebuilt the capacity planning model in Microsoft Excel, exposing a 12% overload in foam molding before peak season.
- Present the weekly build plan and on-time delivery results to operations leaders in PowerPoint.

Materials Analyst

06/2021 - 03/2023

Riverside Auto Interiors

Holland, MI

Materials role at a tier-two supplier of door panels and headliners.

- Maintained planning parameters for 1,800 purchased parts in SAP, including lead times, safety stock and lot sizes.
- Reduced raw material stock by \$420K in 9 months through inventory management reviews of slow movers.
- Adjusted line scheduling the same shift when 3 automotive customers changed their EDI releases.
- Investigated 25 cycle count variances a month with attention to detail and corrected bill of materials errors.