



14401 Keil Road NE, Aurora, Oregon, USA 97002
PHONE 503-678-6545 • FAX 503-678-6560
www.vansaircraft.com • info@vansaircraft.com

Materials Planner/ Resource Facilitator

Van's Aircraft is the worldwide leader in the production of kit aircraft. We are expanding operations at our headquarters in Aurora, Oregon to build certified RV-12iS SLSA aircraft. To accomplish this we are seeking skilled, motivated, and passionate individuals to work on our team. We are looking for candidates with experience in materials processing, production planning/ scheduling, inventory management and critical-thinking skills.

Essential responsibilities include, but are not limited to

- Reading, comprehending and executing materials processing instructions.
- Creating documentation and processing material to supply manufacturing floor with aircraft parts and hardware.
- Periodically review inventory levels and launch work orders to maintain production cadence.
- Coordinate production schedule with Aircraft Assembly Division Director and Production Manager.
- Identifying inefficient documentation processes and formulating improvement plans.
- Effective communication of requirements among multiple team member.
- Interaction with vendors to insure seamless material pipeline for production operations.
- Maintaining a clean and organized work area.
- Continually assess your work and that of others on the team for quality assurance.
- Ascertain that individual parts are intact with no defects.

Competencies

- Ability to identify required PPE (Personal Protective Equipment), i.e. cut resistant gloves, hearing protection, eye protection, or aprons required for the work area and tasks being performed.
- Identifying aviation hardware, i.e. MS, NAS, AN, and others.
- Ability to prioritize tasks in a fast-moving environment.
- Proficiency with arithmetic to include addition, subtraction, multiplication, division.
- Proficiency using the Microsoft Office suite to include Word and Excel
- Work well as an individual and as an integral part of a cohesive team.
- Ability to safely lift objects weighing 50 lbs.
- Interface with customers, vendors and coworkers in a professional and courteous manner.

Education/Experience

- One or more years of similar experience preferred but will train the right candidate
- High School diploma or equivalent

Preferred Education/Experience

- Experience with Syspro or similar ERP application
- Experience with Microsoft Project

Van's Aircraft is a small company. As such, the successful applicant will be flexible in his/her role and may participate at times in various aspects of the company as necessary to get the job done.

Compensation and benefits include salary, 401K, health insurance coverage, paid vacation and holidays, employee stock ownership plan (ESOP) and access to an employee flying club.

Compensation will be commensurate with experience. Candidates of all levels are invited to apply. An aptitude to adapt and learn will be a key criterion for success in this role.

If you'd like to work for the best kit aircraft manufacturer in the world, email a copy of your resume with a cover letter and tell us why you're the best person for the job. Please include "Planner Facilitator" in the subject line and send your email to: jobs@vansaircraft.com. No phone calls, please.