



Job Description

Name of the Company	Tatva Chintan Pharma Chem limited
Position	Asst./ Dy. Manager- PPC (Production Planning & Control)
Role Purpose	To oversee the entire production process, ensuring efficient utilization of resources, maintaining optimal inventory levels, and coordinating with various departments to deliver products on time and within quality standards.
Role Reports to	Functionally - Executive Assistant to Director Administratively: Head- Commercial
Location	Dahej
Qualification	B Com./BBA/MBA Preference- B Sc./M Sc – Chemistry or Dipl./BE- Chem. Engg. MBA – Operations
Years of experience	5 to 7years

Focus Area

➤ **Production Planning:**

- Develop and maintain detailed production schedules based on sales forecasts and customer demand.
- Allocate raw materials and production capacity to meet production targets.
- Coordinate with procurement teams to ensure timely delivery of raw materials.
- Optimize production runs to minimize waste and maximize efficiency.

➤ **Inventory Management:**

- Monitor inventory levels of raw materials, intermediates, and finished products.
- Implement inventory control strategies to avoid stockouts or overstocking.
- Manage stock replenishment processes to maintain optimal inventory levels.

➤ **Production Monitoring and Control:**

- Track production progress against planned schedules and identify potential bottlenecks.
- Analyze production data to identify areas for improvement and cost reduction
- Implement corrective actions to address production issues and maintain

quality standards.

➤ **Reporting and Analysis:**

- Generate regular production reports to track key performance indicators (KPIs).
- Analyze production data to identify trends and make data-driven decisions.
- Present findings to management to support strategic planning.

KSA- Knowledge, Skills & Attributes

- Reporting and Analysis
- Generate regular production reports to track key performance indicators (KPIs).
- Analyze production data to identify trends and make data-driven decisions.
- Present findings to management to support strategic planning.
- Performs Complex Analyses on ERP pref. SAP
- Advance Excel, Power Points, MIS & related data preparation

Preferences

- Experience in manufacturing units of specialty chemical company having multi location, multi products
- Early joining

