

Job Description

Title: Production Scheduler

Onsite Location: 6175 Riverside Dr. SW, Atlanta, GA 30331 (SW Atlanta)

Reports to: Plant Manager

Purpose:

Sto Corp. (Sto), a global innovation leader of building envelope systems and high-performance facades, is seeking a **Production Scheduler**. This role will orchestrate the end-to-end production planning process, translating demand into production plans, managing inventory, and resolving scheduling conflicts, while minimizing cost and changeovers. You will interface regularly with ERP (SAP), integrating production history, special orders and other analytical data to satisfy customer demand.

Job Responsibilities (includes, but not limited to):

- **Scheduling and planning:** Develop, maintain, and adjust daily and weekly production schedules based on sales forecasts, customer orders, and manufacturing capacity. Work closely with department leads and supervisors to ensure timely execution. Ensure cost minimization and production efficiency are integrated into production schedule.
- **SAP transactions:** Utilize SAP for scheduling, open and close production orders, process scrap, run queries, and monitor production data and inventories. This position will also enter stock transfer orders and manage demand with other plants. You will issue product labels and ensure proper stock is available for scheduled batches.
- **Material and inventory management:** Monitor inventory levels to prevent shortages or overstocking, follow up with the supply chain, and coordinate with procurement to highlight supply issues. Work closely with other plant schedulers.
- **Collaboration:** Work closely with manufacturing, logistics, customer service, and material planning to ensure timely production and delivery. Support product development trials and disposition of materials. Provide a daily and weekly schedule for communication to all necessary parties.
- **Problem-solving:** Proactively address issues related to material availability, equipment failures, engineering changes, and customer demands.
- **Process improvement:** Identify and implement best practices for production planning and inventory management to improve efficiency and reduce costs.
- Perform other duties as assigned.

Required Skills & Qualifications:

- 2-4 years of production scheduling, planning, or manufacturing workflow coordination and optimization experience in a manufacturing environment.
- Experience with SAP, particularly the Production Planning (PP) module. Familiarity with standard shipping and receiving procedures are desired.
- Strong understanding or ability to learn the plant production process and how SAP supports it.
- Proficiency in using SAP for transaction processing, reporting, and data analysis.
- Excellent analytical, organizational, and planning skills.



- Demonstrated skills using MS Office 365 (Word, Excel, PowerPoint, and Teams)
- Strong communication and interpersonal skills for coordinating with various teams.
- Ability to analyze data to identify trends and opportunities for improvement.
- Ability to multitask, prioritize effectively, and perform under tight deadlines.
- Knowledge of inventory forecasting, capacity requirements planning, and logistics are also preferred.
- Able to communicate effectively both orally and in writing.
- Basic math skills, including ability to perform essential production-related calculations, including time, inventory quantities, and capacity figures.
- Strong attention to detail and a high level of accuracy in scheduling and data entry.
- Self-motivated individual - willing to take the initiative.

Education:

- Associate's or Bachelor's degree in Operations, Supply Chain, Business, Industrial Engineering, or related field preferred. Equivalent work experience may be substituted for the degree requirement.

To Apply:

Submit your resume and cover letter to jobs@StoCorp.com. Job ID: PS-30331