



# Production planner / dispatcher

Your organisational talent keeps our Production running Do you keep an overview even in a dynamic environment, work in a structured manner and enjoy coordinating different processes at the same time? Then become part of our team and support us in operational production planning and scheduling.

**Geiser AG**  
Rietbachstrasse 11  
8952 Schlieren

**Contract type**  
**Workload**  
**Start of employment**  
**Language**

Permanent  
100%  
as of now  
German

## Do you have any questions?



**Gioia Bingisser**  
Head of HR Geiser AG  
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## Apply online



You can find all the details online as well as the opportunity to apply directly.

## Your tasks

- Operational planning of raw materials and packaging materials, taking into account production requirements, stock levels and availability
- Ensuring the timely availability of materials in close cooperation with Production, Purchasing, Logistics and Sales
- Supporting production planning and control
- Collaboration in the preparation of the production forecast and ongoing coordination between the various areas
- Coordination and management of surplus goods and support with sales activities
- Control and tracking of stock levels
- Supporting the completion of production orders
- Assisting with administrative tasks and other activities in the area of PPS

## What you bring with you

- Completed vocational training in the food industry or a degree in the food sector
- Further training (e.g. specialist certificate or higher specialist examination) an advantage
- Basic knowledge of production processes in the food or meat industry
- Good knowledge of MS Office programmes
- Experience in working with ERP/PPS systems and master data maintenance is an advantage
- Good written and spoken German
- Ability to work in a team and a confident demeanour
- High level of commitment, resilience and assertiveness
- Motivation for further development and enjoyment of a dynamic working environment

## What we offer



### Work-life balance

With us you benefit from at least 25 vacation days. We use an electronic time capture system so that you can reward your overtime with additional days off.



### Catering

Catering is very important to us: you can enjoy freshly prepared food in our staff canteen, free soup and fruit as well as high-quality products at greatly reduced prices in our outlet.



### Mobility

Benefit from convenient public transport connections, attractive ticket subsidies and ample parking facilities - for sustainable and carefree travelling.



### Professional development opportunities

Expand your knowledge with extensive training programmes, high-quality courses at the Coop Training Centre and a wide range of personal development opportunities such as mentoring and coaching.