



# Planning Officer (m/f/d)

Do you like to keep track of things and think ahead? Then you've come to the right place! In the role of Planning Administrator (m/f/d), you'll ensure that all processes run smoothly and work together seamlessly.

**Hubers Landhendl  
GmbH**  
Hauptstrasse 80  
5223 Pfaffstätt

**Contract type**  
**Workload**  
**Start of employment**  
**Language**  
**Working time model**

Permanent  
38.5h  
as of now  
German  
Day shift

## Do you have any questions?



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## Apply online



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

## Your tasks

- Planning and processing of material requirements lists
- Detailed planning of production orders and stocktaking
- Finalising raw material requirements in consultation with the materials planners
- Checking the availability of materials and raw materials and preparing forecasts for future delivery dates
- Maintaining material master data and liaising with logistics and other production departments

## What you bring with you

- Completed secondary education (Matura, etc.)
- Ability to work independently, proactively and as part of a team
- High standards of quality and a strong sense of responsibility

## What we offer



### Catering

Catering is very important to us: you can enjoy freshly prepared food as well as high-quality products at greatly reduced prices in our canteen and at 'Hubers Genusswelt'.



### Mobility

For those who prefer to travel by car, we offer ample parking spaces and/or our own multi-storey car park.