



About Bentek

Founded in 1985, Bentek is a leading EMS provider of high-complexity, low-volume assemblies to capital equipment manufacturers as well as emerging high-tech industrial companies in the semi-conductor, flat panel, defense, solar, and RFID sectors. In the past year, Bentek has also developed a family of solar combiner products serving the needs of utilities and large commercial solar installations. Headquartered in San Jose, California, Bentek services include product design, engineering services, cable and harness assembly, box build, large scale and complex system integration and test.

Job Location: San Jose, CA

Job Title: Production Planner

Primary Job Functions:

Initially under supervision will learn to:

Plans, schedules, coordinates and monitors product builds to meet customer demand. Provides ship schedules and interfaces with marketing, sales, production and engineering. Works with cross functional team to resolve labor, material shortages, and manage any potential schedule interruptions. Oversees the master schedules and analyze masses of unstructured data to develop structured quantitative analysis. Create and maintain all manufacturing work orders related to specified products. Expedites operations that delay schedules and alters schedules to meet unforeseen conditions. Prepares various reports (Inventory, Open orders, etc). Drive for process improvement and ensure compliance as related to all production planning activities. Performs other duties as assigned.

Proficient in PC computer, MS Office: mid to expert level excel user preferred