



1 in 4 people do not have access to electricity

We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status or any other characteristic protected by law.

## 职位名称: 计划员

### JOB TITLE: Junior Planner

**工作地点: 中国, 深圳**

**Job Location: Shenzhen, China**

**汇报对象: 计划员**

**Reporting to: Supply Planning**

**下属人数: 无**

**Subordinate: N/A**

**商务出差需求 Business Travel Needs:** Requires up to 10% of time.

#### 职位目标 Position Objective

初级计划员负责光悦CM和供应商的整体生产和出货，跨部门之间协作，以成本效益最优化方式满足按时出货。

Junior Planner is responsible for the overall d.light CM/vendor production and shipping, and collaborate with cross-function team to ensure on-time delivery in a cost-effective way.

#### 主要工作职责 Major Responsibilities

1. 根据需求计划，分析产能、物料等供求限制并负责风险规避。According to the demand plan, analyze the supply constraints such as capacity and material... and responsible for the risk mitigation.
2. 严密监督CM/供应商100% 执行双方协商一致的生产计划。Align the production plan with CM/vendor, and closely monitor 100% execution.
3. 提前风险预警，负责推动各部门制定恢复/替代计划，以达成出货目标。Alert supply risk in advance and responsible for driving cross-function teams to make recovery plan and alternative plan to reach delivery goal.
4. 负责库存管理和物料管控，报告库龄，并推动库存消耗。Responsible for stock management and material control. Expose the aging stock. Push stock consumption.
5. 跟进NPI的备料和生产。指定产能爬坡计划。Follow up the NPI material preparation and production. Make the capacity ramp up plan.



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6. 收集CM/供应商的表现，并对其打分，推动继续改善。 Collect and score the performance of CM/vendor. Drive the continuous improvement.

### 任职资格 Qualifications

1. 大专及大专以上学历。 College degree or above.
2. 2年及2年以上供应计划，生产计划，物料控制工作经验者优先。 2 (2+) Years working experience in supply planning, production planning, material control is preferable.
3. 熟练使用Microsoft Excel，熟练使用Excel、PPT制作报告。 Proficiency in Microsoft Excel, good report making skill with excel, PPT。
4. 出色的问题解决能力，与其他部门和供应商保持良好的沟通。 Exceptional skills in problem solving and good communication with other departments and suppliers
5. 必须是一个具有清晰逻辑思维的批判性思考者，一个积极的倾听者。 Must be a critical thinker with clear and logical mind, and active listener.
6. 流利的中英文口语和书写能力。 Fluent oral and written communication in English and Mandarin.

### 薪酬福利 Compensation

具有市场竞争力的薪酬，具体可协商，同时需参考前任离职者的薪酬水平。

Competitive, Negotiable, as per prior experience of candidate. (The part highlighted by red can be changed according to the actual situation.)

### 关于光悦 About d.light

d.light is a global leader and pioneer in delivering affordable solar-powered solutions designed for the two billion people in the developing world without access to reliable energy. d.light provides distributed solar energy solutions for households and small businesses that are transforming the way people all over the world use and pay for energy. Through four hubs in Africa, China, South Asia and the United States, d.light has sold over 20 million solar light and power products in 65 countries, improving the lives of over **91 million people**. d.light is dedicated to providing the most reliable,



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affordable and accessible solar lighting and power systems for the developing world and reaching 100 million people by 2020.

To learn more, please visit [www.dlight.com](http://www.dlight.com)

