

Planner/Buyer I

Malco Products, SBC offers you a great employment opportunity. As the nation's leading manufacturer of specialty precision hand tools for the HVAC industry, Malco is seeking a multi-talented individual at our DeWitt, NE facility. Qualifications and duties of the Planner/Buyer I include:

- Schedules, re-schedules, and releases work orders as well as purchase requirements and orders using material requirements planning (MRP)
- Notifies the Master Scheduler when material will not be available for the Master Schedule Plan
- Obtain maintenance, repair and operation supplies, and perform a variety of duties to assist members of the purchasing/planning department
- Contacts suppliers and production for on time delivery status and order expediting
- High school diploma and one year related experience

We offer a flexible benefits program where you can pick and choose many options in our plan. We are a 100% owned Employee Stock Ownership Plan (ESOP) company where all employees are shareholders of company stock. Along with the excellent starting wage and benefits program, we have a clean, safe working environment.

To apply, please print and complete an application found at malcotools.com and mail, fax or email to:

MALCO PRODUCTS, SBC
Attn: Human Resources Manager
P.O. Box 400
Annandale, MN 55302-0400
Facsimile: (320) 323-4441 Email: hr@malcotools.com



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