

## Cirrus Employment Opportunities



### DULUTH MANUFACTURING

POSITION (Number of Openings)	SHIFT	DEPARTMENT	STATUS	DATE
Planning Specialist	Days	Planning	Full Time	03/02/10

#### Job Summary:

**Planning Specialist** Responsible for maintenance and improvements of assigned area build instructions. Work activities for instructions will include review and development of new instructions, auditing of instruction accuracy and bill of material accuracy for in process instructions, and input of changes requested by area management. This position will be responsible for communicating new instructions or release of new installations to the production line. Involved in process and product auditing to ensure manufacturing builds comply with design and work instruction requirements. Implement lean manufacturing/waste elimination processes in manufacturing and performing cost impact analysis on proposed changes (tooling, labor, material, etc.) Qualifications: Associate's degree or equivalent combination of education and experience. Proficient in a variety of computer programs, including Outlook, Excel, Word, PowerPoint, Microstation, and ERP modules related to work instructions and bill of materials. Excellent communication skills.

**Cirrus gives special consideration to qualified internal applicants interested in promotion, as well as transfer opportunities consistent with the best interest of the organization. An employee transferring to another position in a different job category will be subject to a new introductory period. Employees interested in applying for other positions within the company are encouraged to do so with the understanding that qualified applicants from outside of Cirrus will also be considered.**

**Cirrus Aircraft is an Equal Opportunity Employer  
www.cirrusaircraft.com | Jobs Line: 218-788-3200  
4515 Taylor Circle Duluth, MN 55811**