



YES (Yield Engineering Systems, Inc.) is a leading manufacturer of reliable, high-tech, cost-effective capital equipment that transforms materials and surfaces at the nanoscale. From startups to the Fortune 50, our customers rely on YES to help them unleash products that change lives – from cellphones and IoT devices, to AI and virtual reality, to diagnostic tests for COVID.

As a preferred provider of wet and dry process technology, we look forward to talking with smart, energetic, team-oriented people who can grow with us. We provide competitive salary and benefits, including employee stock ownership, and some of the best co-workers you'll find anywhere. If this appeals to you, please read on!

**Job Title: Buyer/Planner**

**Location: Fremont, CA**

The Buyer/Planner is responsible for the execution and continuous improvement of the planning/order fulfillment process for one or several product lines covering both demand planning and order fulfillment as well as supply planning and materials replenishment. This is a 6-month contract position with potential conversion to a permanent position. Healthcare and other benefits are provided.

**Responsibilities** include but are not limited to:

- **Demand planning & order fulfillment**
  - Manages order backlog after order entry ensuring that orders flow through the order fulfillment cycle
  - Manages inventory (for the commodity managed)
  - Manages open POs and suppliers by commodity
  - Validates order configuration
  - Maintains and communicates order delivery dates
  - Plans Production parts in accordance with manufacturing production requirements
  - Works to drive on-time delivery to the customer
  - Partners with other functions (Manufacturing, Engineering & Finance) to resolve/escalate any issues preventing on-time order fulfillment
  - Partners with finance to monitor accurate revenue recognition on assigned orders.
  
- **Supply planning and materials replenishment**
  - Executes planning process, creates purchase orders and communicates with suppliers.
  - Reviews (daily) and resolves material shortages
  - Reviews (daily) open purchase orders, expedites past due orders, and obtains supplier promise dates
  - Ensures materials are available on-time while simultaneously minimizing inventory
  - Maintains accuracy of planning parameters in the MRP system
  - Drives improvement in supplier on-time delivery
  - Interacts with key suppliers

### **Desired Characteristics**

- Able to perform duties with minimal supervision
- Self-starter, highly motivated, resourceful, creative, results-oriented, and decisive
- Able to lead a project cross-functionally, beginning to end, to achieve objectives
- Comfortable with significant autonomy (will have authority to represent and make commitments internally on behalf of the Materials group)
- Understands product life cycles -- from concept and design through production, service, sales, and execution -- and their impact on planning and procurement
- Flexible and resourceful

### **Requirements**

- Four-year degree and two years prior work experience in Planning & Procurement
- Intermediate to advanced Microsoft Excel, proficiency in PowerPoint and Microsoft Word
- PLM hands-on usage experience preferred
- ERP & MRP tools experience; experience using pc/MRP highly desirable
- Understanding of Six Sigma Lean manufacturing, JIT, Kanban, VMI
- Willingness to work out of an office in Fremont, CA with adherence to COVID-19 safety protocols
- Willingness to submit to a background investigation as part of the selection process

### **Compensation**

- The base salary range for this position is \$60,000 - \$85,000 per year; **higher compensation may be available depending on advanced skills and/or specific experience.**
- YES also offers a performance-based annual bonus and a competitive benefits package, which includes a 401(k) match, medical, dental, vision and life insurance, in addition to flexible PTO and company stock.

### **Additional Information**

- COVID vaccine, background check, and pre-employment drug screen required.
- Applicants must be currently authorized to work in the United States on a full-time basis.
- YES is an equal opportunity employer and values diversity. All employment is decided on the basis of qualifications, merit, and business need.
- YES prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

**Come find out why YES is such a great place to work. Apply today!**