

Careers in the Supply Chain

ROUTE PLANNER

National Occupational Classification Code – 1473

Alternative Titles:

- expediter
- material estimator
- production clerk
- production co-ordinator
- production scheduler
- scheduling clerk
- traffic control clerk



Industry Description

Route Planners co-ordinate and expedite the flow of work and materials within an establishment, prepare work and production schedules and monitor the progress of production and construction projects.

General Job Description

Route Planners develop, maintain and continuously improve distribution systems by balancing work load by distribution type and focusing on efficiencies without compromising customer service.

Job Functions

Route Planners perform the following duties:

- Maintain the ongoing process of file maintenance, route planning, vend planning and merchandising planning.
- Keep the Basis system updated.
- Help maintain the highest quality of clean data and support.
- Utilize the Basis/Dispatch system.
- Assist Distribution Manager in identifying and developing solutions to operational issues.
- Perform various analytical tasks for both sales and delivery routes utilizing ATLAS, and other software including Microsoft Excel and Access.
- Review customer base and maintain proper allocation between telemarketing and advance sales outlets.
- Maintain and adjust outlet call and delivery frequencies.
- Create and maintain grid sequencing and stringing.

Physical Demands Analysis

- Good-to-excellent physical condition
- Manual dexterity
- Ability to get along well with others
- Good communication skills

Position Expectations

Essential Skills	
Reading Text	3
Document Use	3
Computation	2
Writing	1
Oral Communication	2
Thinking Skills	2
Working with Others	2
Computers	2
Continuous Learning	2

Scale: 0 = n/a, 1 = minimal, 2 = moderate, 3 = high

Salary Range

Visit Working in Canada, at <http://workingincanada.gc.ca/welcome.do?lang=en>, to get current information about this position, including salary information.

Pre-employment Skills

- Must have high-school diploma or GED; college degree preferred
- Must have a solid understanding of sales, delivery and warehouse operations and their dependency on each other
- Must possess excellent reporting and analysis skills, as well as the ability to develop scenarios describing the cost/benefit of routing alternatives
- Must be able to demonstrate strong analytical, planning and organizational skills
- Must be able to demonstrate strong written and oral communication skills, and the ability to interface with all levels of management
- Must be self-motivated
- Must be able to travel (overnight will be required frequently)
- Minimum 2-3 years of experience in distribution, and planning processes.

Find information about supply chain-related educational offerings across Canada in the CSCSC's education compendium, at <http://www.supplychaincanada.org/en/education-information>.

Career Levels/Years of Experience

Career Levels	Position	Average Experience	
		From	To
10	Site Manager	7 years	10 years+
9	Operations Manager	5 years +	6 years
8	Cross Functional Training	4 years +	5 years+
7	Area/Department Manager	4 years +	5 years+
6	Manager Trainee	4 years	5 years
5	Team Leader (Supervisor)	3 years	4 years+
4	Team Leader Trainee Roles	2 years	4 years
3	Lateral Movement	3 months	3 years
2	Clerical	3 months	2 years
1	Planner		1 year+

References

- NOC (National Occupational Classification Codes), Government of Canada – <http://www5.hrsdc.gc.ca/NOC/English/NOC/2006/Welcome.aspx>
- Essential Skills – http://www.hrsdc.gc.ca/eng/workplaceskills/essential_skills/general/home.shtml