



<https://trilakesservicesinc.com/job/planner/>

Planner

Description

Candidate will work closely with General Foreman and Foreman's to ensure all jobs are planned accurately and efficiently, with reference to time schedules, materials and consumables, equipment rentals and labor requirements. Candidate will also work with IP Maintenance managers, Operations/Maintenance Coordinator's as well as other IP management.

Responsibilities

Planning of work numbers will be done via SAP. Planners are responsible for reviewing new work orders to determine labor and material requirements for the work, as well as reviewing previously planned work orders, to know when materials are received and to help schedule work accordingly.

In addition to planning jobs, candidates will be required to attend scheduling and planning meetings, as well as MWS, routine outage and annual outage meetings for primary planning.

Qualifications

- Minimum of 3 years of construction project management experience.
- Experience in Microsoft Project to work in and help manage the integrated master schedules and supporting detailed schedules.
- Organizational and communication skills are needed to build interpersonal skills with General Foreman and Foreman's for smooth execution of projects and maintenance.
- Experience in SAP is needed to be able to plan and manage both maintenance and project work orders.
- Experience in Microsoft Excel is needed, building and maintaining spread sheets for tracking materials, rental equipment logs and work logs.

Hiring organization

Tri-Lakes Services, Inc.

Employment Type

Full-time

Job Location

Valliant, OK

Date posted

June 29, 2026