



Keelings Retail



#JOB-2466001



KEELINGS FRUIT LTD., Food Central, Saint

Margaret's, Co. Dublin, K67 YC83



No of positions : 1



Paid Position



40 hours per week



37000.00 Euro Annually



26/08/2026



23/09/2026

How to apply

Application Method :

Not available



Open your camera
app & point here
to view this ad
online



Planning Specialist

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Job Description and Skills Required

Purpose of the Role:

Schedule and monitor the execution of labour for detailed production plans within an 24/7 production environment in conjunction with the Operations Team in order to minimise production time/costs and efficiently organise the use of resources and maximise efficiency.

Key Accountabilities & Responsibilities:

Prepare analysis of Labour required mid to long-term planning

Delivering the required skills resources whilst ensuring compliance with relevant Working Time legislation, across multi business units.

Change management implementation.

Technical knowledge, business systems. Assist with testing, troubleshooting if required. Process mapping.

Managing of the reporting, show metrics achieved and key actions required.

Weekly supply payroll, worked hours, breakdown of skill set and breakdown of all absence types for both agency and Keelings workers

Maintaining the staff records.

Working Time Directive reviews and controls mid/long-term planning

Carry out monthly audits

Coordination of logistic transport needs.

Coordinate and manage accommodation requirements.

Liaise with recruitment for third party agency for staffing levels within accommodation

Any other relevant duties deemed appropriate by the Company.

Key Skills & Knowledge:

Essential:

Fluency in both Oral and Written English is essential.

Min 3 years' experience in Labour Planning role

Advanced level MS Excel essential

Good organisational skills, attention to detail and proven problem-solving skills are essential

Must be a fast learner, ability to work on own initiative

Excellent interpersonal and communication skills are essential

Good telephone manner is essential

Flexible working patterns (production operate 7 days per week, 24/7) Individuals will be required to work any five over seven days. Flexibility could be required outside of standard shift depending on business, willingness to work additional hours if required

Team player

Must be competent with PC, E-mail, MS Excel.

- **Sector:** manufacturing

Career Level

- Experienced [Non-Managerial]