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|  ROLE PROFILE |
| Job title | Demand Planning Manager | Date | 21/10/2024 |
| Business | Walker & Son |
| Department | Supply Chain |
| Location | 200 Madeline Road, LEICESTER, LE4 1EX |
| ROLE SUMMARY  |
| Lead a team of demand / forecast planners in end-to-end Supply chain, working closely with suppliers, commercial and our external customers to drive collaborative working. |
| REPORTING STRUCTURE |
| Reports to | Supply Chain Manager |
| Direct & indirect reports | Demand Planners / Planners / Admin |
| Key internal stakeholders | Operations, Procurement, Commercial, Finance & Technical |
| Key external stakeholders | Customers & Suppliers |
| KEY ACCOUNTABILITIES AND RESPONSIBILITIES  |
| * Maintains working knowledge of end-to-end supply chain components including forecasting, inventory management, promotional planning, basic department management, master data management, item lifecycle and disposition, seasonal planning, DC operations, store ordering and operations, supplier planning and order fulfillment.
* Manage and improve daily / weekly forecast accuracy
* Work with Commercial, Operations, Suppliers, and our customers to drive efficiencies, reduce cost, reduce waste, improve availability and service levels.
* Reduce & maintain correct inventory stocks to optimised level.
* Create key performance metrics for both demand plan and S&OP effectiveness
* Maintain and improve the analytical Demand Planning system
* Generate and provide information that will enable the Business to make medium –long term decisions via a robust capacity plan
* To plan and manage key seasonal campaigns and events i.e. Summer, Christmas and customer promotional activity
* Responsible for continuous improvement within the planning function on systems and processes, determine changes to be implemented by team.
* Input to short – medium term business strategy that would include recommendations and proposals for future capital spends.
* Ensure all NPD launches are delivered on time which will include system set up and material availability. Includes active participation in the site cross departmental Activity tracker process flow.
* Chair weekly forecast, S&OP & inventory meetings.
* Manage the set up of all Planning / MRP systems with new products etc.
* Manage a successful team
* Maintain and improve all Supply Chain systems
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| QUALIFICATIONS, EXPERIENCE, TECHNICAL SKILLS / KNOWLEDGE |
| * Experienced Demand Planning Manager, at least 5 years’ experience from different planning roles. Understands the end to end supply chain with strong commercial and financial awareness
* Strong analytical mindset, communication, networking, and negotiation skills
* Experience and Knowledge of “Preactor” and implementation and other ERP systems.
* Has the ability to switch thinking between short, medium, and long term.
* Highly resilient, persuasive, and influential among their peer group, has the ability and gravitas to build relationships with customers and suppliers
* Ability to work independently and in a team in the high pressure FMCG environment and to establish challenging but achievable targets for oneself and for the wider team
* Experience of UK retailer base and of retailer processes and systems
* Excellent system and IT knowledge including VBA.
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| CORE COMPETENCIES, ATTRIBUTES & BEHAVIOURS FOR SUCCESS |
| **Competency** | **Descriptors** |
| Values People | *Demonstrates the belief that people are our most important asset and central to the success of the organisation. Everybody should be treated with dignity and respect at all times.* |
| Customer Focus | *Demonstrates the understanding that the satisfaction of our internal and external customers is the foundation of our success* |
| Collaborative Team Working | *The willingness to act as part of a team and work towards achieving shared objectives through adopting best practice in line with PQP and Federalism.* |
| Flexibility & Adaptability | *The ability to change and adapt own behaviour or work procedures when there is a change in the work environment, for example as a result of changing customer needs.* |
| Initiative & taking ownership | *Steps up to take on personal responsibility and accountability for tasks and actions in line with PQP and Federalism.* |
| Drive for Excellence | *Knows the most effective and efficient processes for getting things done, with a focus on continuous improvement.* |
| Resource Management | *Effectively manages resources and cost drivers to achieve sustainable productivity and profitability.* |
| Technical Expertise | *Has the skills, knowledge and experience required to excel in own area of specialism and the willingness to further grow and develop.* |
| Self-Management | *Uses a combination of feedback and reflection to gain insight into personal strengths and weaknesses, so that own time, priorities and resources can be managed to achieve goals.* |