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| **Role Title:** Supply Chain Specialist - Operations  **Reports to:** Supply Chain Manager  **Department:** Fresh / Ambient  **Last Updated:** April 2024  **Location:** Hilmore House |
| **Role Purpose:**  To take ownership for outstanding availability at store, depot and item level in designated product categories whilst delivering against stock and waste targets to minimise cash impacts to the business. Actively participating in running and improving the business team.  Reporting to the category Supply chain Manager |
| **Role Measurement:**   * Availability of products to the customer working within the days cover parameters * Waste level in depots and stores * Supplier relationships * Forecast accuracy to sales * Business team participation * Business Improvement |
| **Accountabilities**  **Customer**   * Working with the business team to ensure systems data is input in a timely manner to ensure no impact to availability at a Group level * Owning end to end product, data and performance for their categories * Own the escalations at the right time where opportunities/risks arise in regards to product flow * Lead the category availability of product flow measures within the business team   **Colleague**  ● Work with business teams on strategic improvements for their categories such as:  ○ Case size optimising  ○ Lead time optimisation  ○ Waste improvement  ○ End to end productivity  ○ Lowest cost to serve  ○ Exception management  ● Develop strong collaborative relationships with the full Business Team who work on the category to agree the optimum levels of products to meet sales demand  **Operational**   * Improve availability all the way through the end to end supply chain from supplier to shelf edge (group) * Ensure close working relationship with commercial to deliver on days cover targets * Actively managing their supplier base * Talk with suppliers on service performance * Report accurately on KPI performance and communicate supply chain category performance out to the wider business in a clear, concise way to drive decision making and action * Work with suppliers and provide accurate information to plan stock levels effectively to maximise sales * Identified opportunities for improvement across, stock, availability and waste * Understand complex data * Recommendations in a clear and concise way to different stakeholders * Actively drive actions that will reduce forecasting variability for their categories * Own the sales alignment for categories   **Sales, Profit and Cash**   * Review promotional performance and stock targets on a weekly basis and agree actions with trading to limitv impact to inventory levels or wastage at store * Give suppliers accurate information to plan stock levels effectively to maximise sales * Influence and work with the commercial teams to make decisions that improve availability and reduce waste   **Role Specific Knowledge, Skills & Experience:**  **Knowledge**   * Strong knowledge of end to end stock flow and processes, from supplier to end customer * Good understanding of Retail processes * Strong Data analysis * Strong knowledge of commercial / financial data   **Skills**   * Project Management skills * Numerical skills * Organisational Skills * Stakeholder relationship * Communication and influence * Ability to summarise complex information * Ability to use technical systems * Highly competent in Excel and Google platform.   **Experience**   * Working within a supply chain environment or a role where they have experienced accountability for the flow of stock * Used to working with and understanding complex data * Used to communicating at multiple levels within a business * Previous retail or logistics experience would be beneficial |
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