



<b>Job Title</b>	<b>Product Lifecycle Controller (FTC)</b>																
<b>Job Level</b>	4B																
<b>Location</b>	SBP Office																
<b>Business Unit</b>	Supply Chain																
<b>Function</b>	Planning																
<b>Leader</b>	Continuous Improvement & Data Team Leader																
<b>People Leadership</b>																	
<b>Role Purpose</b>																	
Manage packs and materials through the product lifecycle management (PLM) process, minimising obsolescence.																	
<b>Responsibilities</b>																	
<ul style="list-style-type: none"> <li>• Manage the end of life process for selected projects &amp; brands in line with agreed SLAs</li> <li>• Produce regular reports on products as they move through the PLM process</li> <li>• Drive the clean-up of master data in IFS, and reduction of the SKU portfolio</li> <li>• Support PSC teams through the IFS end of life approval process</li> <li>• Participate fully in the Global Innovation Process when required</li> <li>• Partner with GTS to improve automation of the end-of-life process</li> <li>• Raise material requisitions for obsolete material stocks and arrange the necessary authorisation and disposal</li> <li>• Support Supply Chain KPIs such as inventory and obsolescence through active involvement with the PLM process</li> </ul>																	
<b>Key Performance Metrics: Include the top 3 KPIs for the role (without reference to any commercial or confidential information or particular targets)</b>																	
<table border="1"> <thead> <tr> <th colspan="2">KPI</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>End of Life SLA</td> <td>Ensure adherence to End of Life SLAs, as agreed with impacted PSC teams.</td> </tr> <tr> <td>2.</td> <td>SKU Portfolio</td> <td>Show net reduction in number of active SKUs with incorrect part status, as identified by the Product Lifecycle Analysis report.</td> </tr> <tr> <td>3.</td> <td>Material Requisition</td> <td>Ensure turnaround of Material Requisitions within agreed timescales</td> </tr> <tr> <td>4.</td> <td></td> <td></td> </tr> </tbody> </table>			KPI		Description	1.	End of Life SLA	Ensure adherence to End of Life SLAs, as agreed with impacted PSC teams.	2.	SKU Portfolio	Show net reduction in number of active SKUs with incorrect part status, as identified by the Product Lifecycle Analysis report.	3.	Material Requisition	Ensure turnaround of Material Requisitions within agreed timescales	4.		
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## Values



**BE PROUD**  
We are proud of our brands, our heritage, and our commitment to superior quality in our products



**BE RESPONSIBLE**  
We expect every individual and their teams to be accountable and to perform to their full potential



**BE SUSTAINABLE**  
We wish to make a positive contribution to our communities and to our environment



**BE PROFESSIONAL**  
We value integrity, transparency, professionalism and constructive debate within a team working culture



**BE ENTREPRENEURIAL**  
We foster a forward thinking and innovative culture that recognises the need for innovative thinking and continuous improvement



**THINK LONG TERM**  
We are proud of our brands, our heritage, and our commitment to superior quality in our products

## Core Competencies: *To be reviewed and inserted*

<p><b>Analysing</b></p> <ul style="list-style-type: none"> <li>Analyses numerical data, verbal data and all other sources of information</li> <li>Breaks information into component parts, patterns and relationships</li> <li>Probes for further information or greater understanding of a problem</li> <li>Makes rational judgements from the available information and analysis</li> <li>Produces workable solutions to a range of problems Demonstrates an understanding of how one issue may be a part of a much larger system</li> </ul>	<p><b>Planning and Organising</b></p> <ul style="list-style-type: none"> <li>Sets clearly defined objectives</li> <li>Plans activities and projects well in advance and takes account of possible changing circumstances</li> <li>Identifies and organises resources needed to accomplish tasks</li> <li>Manages time effectively</li> <li>Monitors performance against deadlines and milestones</li> </ul>
<p><b>Applying Expertise and Technology</b></p> <ul style="list-style-type: none"> <li>Applies specialist and detailed technical expertise</li> <li>Develops job knowledge and expertise through continual professional development</li> <li>Shares expertise and knowledge with others</li> <li>Uses technology to achieve work objectives</li> <li>Demonstrates appropriate physical co-ordination and endurance, manual skill, spatial awareness and dexterity</li> <li>Demonstrates an understanding of different organisational departments and functions</li> </ul>	<p><b>Delivering Results &amp; Meeting Customer Expectations</b></p> <ul style="list-style-type: none"> <li>Focuses on customer needs and satisfaction</li> <li>Sets high standards for quality and quantity</li> <li>Monitors and maintains quality and productivity</li> <li>Works in a systematic, methodical and orderly way</li> <li>Consistently achieves project goals.</li> </ul>
<p><b>Adapting and Responding to Change</b></p> <ul style="list-style-type: none"> <li>Adapts to changing circumstances</li> <li>Accepts new ideas and change initiatives</li> <li>Adapts interpersonal style to suit different people or situations</li> <li>Shows respect and sensitivity towards cultural and religious differences</li> <li>Deals with ambiguity, making positive use of the opportunities it presents</li> </ul>	<p><b>Working with People</b></p> <ul style="list-style-type: none"> <li>Demonstrates an interest in and understanding of others</li> <li>Adapts to the team and builds team spirit</li> <li>Recognises and rewards the contribution of others</li> <li>Listens, consults others and communicates proactively</li> <li>Supports and cares for others</li> <li>Develops and openly communicates self-insight, such as an awareness of own strengths and weaknesses</li> </ul>

## Skills and Qualifications:

### Essential:

- Educated to degree level, preferably in a mathematical or finance based discipline or equivalent work experience.
- Proven ability to analyse and interpret data and related cost implications across multiple systems



- Proven track record of managing data related projects within a global FMCG environment.
- Competency in Microsoft applications (Excel, Word, Visio and SharePoint)

Desirable:

- Knowledge of IFS system and processes
- Previous experience of product lifecycle management processes

Personal Characteristics:

- Ability to maintain effective working relationships to achieve results
- Pragmatic problem solver with the ability to contend with and deliver conflicting priorities
- Self-starter with great communication skills and the ability to work alone or part of a wider team
- Ability to work in a fast paced environment with a passion and commitment to deliver continuous improvement

Created by:	
Date:	
HRBP:	
Date of last revision:	