



Job Title	Material Planner
Job Level	4B
Location	SBP
Business Unit	Group Packaging & Supply Chain
Function	Supply Chain
Leader	Material Control Team Leader
People Leadership	N/A
Role Purpose	
Lead the materials volume planning process as part of S&OP ensuring demand changes are proactively understood and suppliers have capacity and materials to support the supply control phased production plan in support of desired customer service levels, whilst minimising obsolescence risk and stock holding costs.	
Responsibilities	
<ul style="list-style-type: none">• Lead the supplier volume planning process, validating for completeness and sharing the material forecasts and vendor schedule report in line with the S&OP cycle• Design, implement and monitor the material stock policy and replenishment model for key commodities• Maintain and monitor service level agreements with key vendors, covering batch sizes, frequency of makes, campaign planning, performance management, stocking policies and lead-times in line with contractual terms• Ensure relevant material planning procedures and rules are adhered to and implemented as per the AP&S process to optimise service to internal stakeholders such as production, spirit and production scheduling• Accountable for managing, reporting and reviewing Company KPI's relevant to Material Management, ensuring timelines and targets are met• Active participation in Daily Operating Rhythm meetings to manage impact of changes to agreed plan• Manage and drive resolution for issues ensuring escalation to category management as per the defined policy. Provide analytical support to Material Controllers for those suppliers where we are doing pro-active capacity management• Participate in projects to integrate new Businesses or develop new brands as required to ensure delivery on time in full to agreed budget• Build collaborative relationships with key internal stakeholders across the OBU including Factory Warehouses, Production, Procurement and Supply Chain to ensure all issues, risks and opportunities are recognised and subsequent impact to Material Control is understood and actioned to support the business needs• Demonstrate behaviours in line with our diversity and inclusion aim, which is to create and promote a diverse and inclusive culture at WG&S where ideas, differences and views are respected and where all employees are encouraged to create their own personal legacy	



Skills and Qualifications:

Essential:

- Educated to degree level or qualified by experience
- Understanding of end-to-end supply chain processes and procedures gained in an FMCG or equivalent environment.
- Ability to work in a fast-paced environment with a passion and commitment to deliver continuous improvement
- Pragmatic problem solver with the ability to contend and deliver with conflicting priorities
- Self-starter with ability to work alone or part of a wider team
- High competency in Microsoft applications (Excel, Word, Visio and SharePoint) and ERP/ Advanced Planning systems

Desirable:

- Experience of being part of a supplier facing operation, preferably in the FMCG industry
- Experience of supplier management; relationship forming, managing performance, service level negotiations, as well as influencing and engaging with all levels of a business, globally
- Commercial and financial awareness to ensure cost impact of material changes are understood
- Working understanding of modern advanced planning & scheduling techniques

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