



WILLIAM GRANT & SONS

## ROLE PROFILE

<b>Role Title</b>	<b>Wet Goods Coordinator</b>
<b>Internal Reference</b>	OBU-0284
<b>Business Unit / Group Function</b>	OBU
<b>BU Team / Sub-Function</b>	Packaging
<b>Location</b>	Dufftown
<b>Team Leader Role</b>	Team Leader - Packaging
<b>Role Level</b>	5
<b>Team Members</b>	No
<b>Role Purpose</b>	
To co-ordinate and plan all Cased Goods despatches from DFT to SBP and Arete ensuring production, planning and transport teams work together to deliver for customer requirements.	
<b>Accountabilities</b>	
<ul style="list-style-type: none"><li>Assist with the development of comprehensive improvement plans that will assist the team achieve agreed targets &amp; KPI's.</li><li>Build &amp; maintain strong relationships with relevant internal &amp; external stakeholders</li><li>Assist with the implementation &amp; deployment of best practices within the PSC Operational teams to maximise team effectiveness &amp; efficiency, ensuring a strong interface with Bottling, Planning and transport.</li><li>Plan effectively all cased goods despatches via IFS and load planning systems and procedures to identify and co-ordinate effective despatch plans.</li><li>Deputise for team leader in their absence, support team leader in managing the distribution team.</li><li>To support &amp; Co-ordinate Distribution team members to ensure timely and successful delivery of results in line with targets and compliance with all relevant legislation.</li><li>Demonstrate behaviours in line with our diversity and inclusion aim, which is to create and promote a diverse and inclusive culture at WG&amp;S where ideas, differences and views are respected and where all employees are encouraged to create their own personal legacy</li></ul>	