



WILLIAM GRANT & SONS

ROLE PROFILE

Role Title	Volume Planner
Internal Reference	OBU-0099
Business Unit / Group Function	OBU
BU Team / Sub-Function	Supply Chain
Location	SBP
Team Leader Role	Global Head of Planning
Role Level	4A
Team Members	No
Role Purpose Provide a Phased Production Plan to the Supply Control Team by converting the Ex-Factory Shipment Forecast into an executable Phased Production Plan. Develop plan taking into account stock types and stockholding policies, working with known constraints (e.g., line capacities, shift profiles, line manning standards, stock policy, material shortages), to achieve the optimal Company outcome in terms of staffing requirements, efficiencies, and costs.	
Accountabilities <ul style="list-style-type: none">• Lead the alignment of the Phased Production Plan on a monthly basis as part of the S&OP cycle, considering operational constraints and covering the period week 4 to end of calendar year (week 1-3 already sequenced). Prepare, analyse, and present recommended options for Supply Team agreement.• Work closely with key stakeholders across Customer services, forecasting, bottling, finance, purchasing and other relevant areas to reach alignment on lead option(s) to present for OBU Exec sign-off (with summary paper and relevant explanations).• Monitor adherence to plan, including regular review of stock coverage vs plan and provide additional input as required on an on-going basis.• Monitor delivery and cost performance versus original budget and versus a flexed budget so as to optimise efficiencies and costs for the Company over the medium-term.• Review ex-factory monthly shipment forecast update via Demand Planning monthly planning cycle – ensuring clear understanding of what has changed and why, to be able to plan impact on phased production plan changes vs previous cycle.• Adhere to working day calendar, ensuring that analysis is complete, and the recommended option is ready on the target date, so as to enable Material Control and Purchasing to assess and confirm supplier capacity.• Adhere to volume planning process, stock management policies (e.g., for bulk stock, campaign stock, etc.) as well as other principles and guidelines, identifying contingency plans to cope with variability and allow for some flexibility if need emerges.• Participate and contribute to team performance by engaging in team meetings and taking an active part in problem solving activities.• Work collaboratively with peers and colleagues and apply learnings from identified training and development activities required to perform in role.• Follow and comply with all WGW processes, standards, and guidelines in the performance of your role, reporting any non-conformances in a timely manner.	



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