## ROLE PROFILE

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| **Job Title** | **Supply Planner** |
| **Business Unit / Group Function** | supply chain |
| **BU Team / Sub-Function** | supply chain |
| **Rental** | Saint Ouen |
| **Team Leader** |  |
| **Team Members** |  |
| **Job Level** | 4B |
| **Role Purpose**  The supplier is the interface between internal teams (marketing, sales, customer service), suppliers and brand owners as well as service providers (reconditioning, warehouse teams, etc.). He/she works on a determined brand portfolio within a team comprising several suppliers and a forecaster. | |
| **Accountabilities**  **Ensure product availability of liquids :**   * Execute the supply plan and Co packing every week in OMP and SAP systems * Ensure the management of liquid supplies with our brand owners (and their factories). * Resolve day-to-day operational issues (quality and legal issues, import reception logistics, responsiveness to sales & marketing team requests, inventory and transaction lockouts) and by implementing corrective action plans. * Alert on liquid and non-cash shortages by coordinating with the forecaster and customer service and informing all internal customers (Directors of brands, marketing, sales force) on references at risk.   **Pilot activity :**   * Participate in the development of an operational strategy for supplies by proposing arbitrations on safety stock levels according to objectives and product performance. * Manage the product life cycle through active participation in cross-functional meetings ( Supply Marketing meetings and slow-moving stocks, BCA, LHR, DLUO. * Regularly lead the relationship with our main suppliers on the basis of shared and validated indicators aimed at the continuous improvement of our processes and our performance. * Ensure alignment of delivery timing of non-cash items (packaging item, POS). Alert marketing to restocking needs. * Inform, follow and analyze the budgetary objectives (in volume) which were approved with the suppliers at the beginning of the year and make a regular report with the brand managers in order to analyze the differences and manage their communication.   **Manage co-packing on its brands:**   * Organize local packaging by our warehouses & service providers (“ co -packing”). * Take into account the need / constraint balance: marketing brief vs. logistical & legal constraints (customs, legal notices). * Search for service providers & technically validating the feasibility of the confection. * Plan these operations via OMP/SAP by type of operation. * Supervise operational implementation with the selected co-packer (s)   **Others responsibilities :**   * Participate / lead cross-functional improvement projects and within the Supply team * Contribute to the evolution of our tools & processes (evolutions on OMP & SAP) and maintain the associated user documentation * Internal referent on customs issues related to receipts or shipments of goods * Execution and continuous improvement of weekly/monthly performance management reports/presentations (KPIs)   **SKILLS :**   * Written and spoken English required * Knowledge of logistics professions (flow management, warehousing, etc.) * Knowledge of information systems (ERP, APS, WMS) * Advanced Excel Metrics   **Skills :**   * Quality of organizer and work in anticipation * Rigor and practicality * Analytical skills * Reactivity, ability to propose and implement alternative solutions * Ability to negotiate with co-packers and suppliers / shareholders Ability to communicate well and work in a team and transversally * Strong sense of teamwork * Autonomy and self-management | |
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| **Creation Date:** |  |
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| **Date of last revision:** |  |