



JOB/PERSON SPECIFICATION

JOB TITLE: Supply Chain Manager

REPORTS TO: Operations Director/Head of European Supply Chain

DEPARTMENT: Operations

LOCATION: Stockley Park, Middlesex

KEY RELATIONSHIPS:

Directors; Operations Management Team; Commercial teams; external trade customers; Sharp Factories / OEM Suppliers; 3rd party logistics operators and legislative agencies as required

DIMENSIONS	
Responsibility	Amount (annually) £
Logistic Accountability	£3m-£4m
Number of employees supported	130-150
Number of Direct Reports	2

MAIN PURPOSE OF JOB

To develop and drive the successful performance, and strategic development, of the Supply Chain; to support Sharp UK business goals; through continuous improvement activities; Initiating, driving forward and tracking improvements in the development of the supply management processes.

Drive the monitoring and reporting on supply chain metrics whilst implementing a proactive strategy to improve them, ensuring optimum balance between cost and customer service.

Supporting the development of the Pan-European Supply Chain

KEY RESPONSIBILITIES

- Develop supply chain strategies to combine flexible, high levels of customer service at optimum cost
- Influencing customers and suppliers to create integrated supply chain solutions
- Management and development of 3rd party logistics operators
- Responsible for supply chain budget in line with company targets
- Development of systems and operational processes and all aspects of performance measurement
- Management and development of Supply Chain personnel
- Supporting Pan-European supply chain initiatives
- Contract negotiations with service providers
- KPI Development and Management

PERSON SPECIFICATION

Experience/Qualifications

- Graduate calibre, CIPS qualification preferred
- Excellent Analytical Skills
- Advanced knowledge and direct experience of;
 - Warehousing and distribution
 - Freight
 - Supply Chain Principles and Processes
 - Inventory Management
 - Sales Order Management
 - Supply Chain Integration & Design
- Strong level of experience of managing the supply chain process from customer to manufacturer
- Solid level of people management experience
- Track record in successful change management
- A good working knowledge and understanding of purchasing and logistics IT system(s)
- Evidence of development of robust Supplier Relationship Management processes post contract and implementation of improvement/cost down initiatives
- Excellent Project Management Skills

Behaviours

- Demonstrates good commercial acumen
- Excellent interpersonal skills to form effective relationships right across the supply chain
- Consistently seek to improve processes and effectively bring people through such changes
- Positive “can do “ approach
- Self starter with creative approach to problem solving
- Takes responsibility for actions, projects and people.
- Builds wide and effective networks of contacts inside and outside the organisation
- Encourages organisational learning approach
- Identifies and organises resources needed to accomplish tasks
- Acts consistently in line with organisational goals
- Strong results orientation
- The ability to build and develop stakeholder relationships both internally and externally to Board level/good communication skills