

Role Title: Supply Chain Availability Analyst

Department: Food Retail

Job Family: Professional Services and Administration

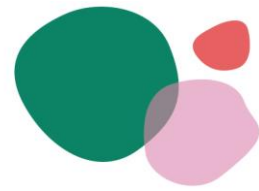
Job Level: 6

About the role:

Improve and maintain availability of products and ranges across Stores, Districts, Regions, and the estate of stores. Making key recommendations and taking actions to deliver increased sales, minimised waste, optimised availability and ultimately profitability for the business. Provide specialist support and advice for an area of expertise including exceptional support to your customers at all times, exemplifying the Values and Principles of Midcounties Co-operative.

What you'll be doing:

- Be accountable for stockholding levels, customer availability and waste for categories that deliver significant sales and contribution for the business.
- Improve and support stores processes and procedures to optimise availability based on analysis of trends across the business. Accountable for challenging process or behaviours at all levels that have a negative impact on business performance
- Demonstrate and apply commercial awareness to maximise sales and minimise waste by optimising availability.
- Take sole responsibility for improving the accuracy of the system orders for all assigned categories to meet the demands of the customer.
- Independently produce reports, interrogate systems and analyse data to drive decisions that will optimise availability, and add value to the business
- Improve business performance by reducing stockholding and wastage across the business to ensure cashflow is optimised
- Sole accountability for measuring and reporting performance against KPI's.
- Review Market place trends and Supplier recommendations to capitalise on emerging opportunities.



- Analyse sales “events” making observations and decisions to ensure continuous business improvement. The event process alone will commit the business to millions of pounds of stock each year to deliver on seasonal sales targets
 - Develop and maintain a close working relationship with all Retail Support departments as well as FRTS buyers, external suppliers and Supply Chain to share and utilise best practise.
 - Support the “Store development Team” in the effective set up of new store and acquisition projects.
 - Take ownership of coaching and developing peers across the department to share best practice and knowledge.
 - Provide exceptional support to retail store teams, responding to queries in a professional manner against agreed SLAs
 - Provide exceptional customer service to both internal and external customers.
 - Take reasonable care for the health and safety of themselves and of others who may be affected by their acts or omissions at work.
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About You:

- Experience within a similar role from a food or retail-based background
- Competent computer skills, including MS Word, Power Point & Outlook to an intermediate standard & MS Excel to an advanced level
- Previous experience of providing support in a fast-moving environment
- Ability to co-ordinate several tasks & projects

Scope:

- Reports to: Supply Chain Availability Manager
- Budgetary Control: None
- Key internal contacts are all internal departments and trading groups.
- Key external contacts are the Society suppliers.

