

## Supply Chain Team Leader – Banbury

### The Company:

Tibbetts Group is a family-owned business established over 37 years ago, with approximately 130 employees across 4 locations. The business has a global customer base with revenues exceeding £50m.

### Role Overview:

To develop and implement a Supply Chain strategy utilising all available ordering mechanisms, forecasting tools and MRP parameters to ensure appropriate availability to service our customers in line with their expectations and requirements.

### Key responsibilities include:

- To lead and provide day-to-day management for a dedicated small procurement team, to deliver timely, quality and value added services and advice to the department and business
- Support the Procurement Director in the day-to-day management of the supply chain by facilitating a collaborative and integrated approach to the delivery of an end-to-end supply service
- Develop and maintain a high performing team by effectively implementing the Department's Performance Planning and Reviewing Framework
- Monitor compliance against the company/purchasing policies and help educate processes to internal customers
- Drive value for money initiatives within the procurement function
- Actively manage the requisition/orders queue
- Liaise with Suppliers and build relationships with good communication levels
- Ensuring that MRP has updated daily
- Monitor the OSP requisitions queue to ensure timely responses to, and management of, all requisitions by the team
- Ensuring Inventory and availability levels are maintained to Company requirements
- Work with the Procurement Director to develop and implement strong best practice purchasing processes and practices
- Work with the Procurement team to identify and implement changes to business process that will enhance service delivery
- Maintain regular contact with all suppliers to ensure deliveries are received on time and that Winman comments are being updated reflecting key supporting information
- To escalate to the Procurement Director any deliveries that could lead to back orders or customer delays
- Manage engagement with internal customers to monitor and obtain feedback on purchasing service levels and outcomes
- Manage communications and the flow of information to and from the Team so that individual team members are kept informed of and are aligned to the Company, Division and Departmental initiatives, objectives and priorities
- Adhere to and promote preferred supplier arrangements and ensure process is followed

# Job Vacancy

- Monitor and measure Supplier performance to ensure they meet our Company requirements
- Report on KPIs for team performance (Weekly, Monthly, etc.)

## **Skills & Experience:**

- Proven managerial or leadership experience and skills
- Sound planning and time management skills
- Experienced within a Supply Chain/Procurement management environment
- Intermediate to advanced level of Excel essential
- Strong and confident communicator
- Analytical skills
- Experience working within a logistics environment would be advantageous

## **The Benefits:**

- Annual bonus scheme
- Long service incentives
- Stakeholder Pension scheme
- Life insurance
- Cycle Scheme
- Health shield cash plan scheme
- 23 days annual leave rising to 25 days on 5 years' service + bank holidays
- Holiday buying scheme
- Excellent modern new facilities

## **Additional Job details:**

- Application deadline – Monday 10<sup>th</sup> January 2022
- Hours – 40 hrs per week Monday to Friday
- Location – Banbury with the requirement to travel to other sites on occasion

**If you would like to apply, please send your CV along with a cover letter to:**

[hr@tibbettsgroup.com](mailto:hr@tibbettsgroup.com)