

SUPPLY CHAIN MANAGER

2021

Reports to: Procurement Manager • **Location:** Rapid HQ, Colchester



Purpose of the Role

Supply chain relationship management is essential to ensure incumbent and future supply chain services for Rapid's commercial and operational strategy are fit for purpose and continually improving.

Providing quality and commercially sound products and services on highly competitive contractual terms that align to the overall customer and operational needs supporting high-level customer service expectations.

The Supply Chain Manager will ensure, through short, medium, and long-term strategy planning linked with SMART KPI's that the Supply Chain Executives and Inventory Control teams identify key improvements internally and externally, then work towards continual improvements in conjunction with the supply chain and related stakeholders.

Supporting Structure

The Supply Chain Manager supervises the Supply Chain Executive, Inventory Control and Procurement Business Administrator and reports to the Procurement Manager.

Role Specific Attributes

- Experience in inventory control and supply chain management
- Experience in global distribution supply chain
- Experience in setting SMART KPI's and using outputs to drive tactical and strategic decisions
- Conflict resolution management
- Coaching and staff development linked to situational leadership
- CIPS Qualified
- Proven negotiation experience
- Accuracy

- Strong verbal and numerical reasoning skills
- Ability to handle a large volume of transactions
- Ability to work under pressure, multi-task and prioritise tasks with strict deadlines
- Understand the needs of the business strategies along with the flexibility to change according to requirements

Key Accountability

The Supply Chain Manager supervises the Inventory Control, Supply Chain Executive team and procurement business administrator to ensure alignment with overall departmental and business strategy, ensuring continual improvements to inventory, Supply Chain Executive processes and functions based on customer needs and departmental strategy.

Rapid

Rapid part of the **GNRAD** Group

Responsibilities

1. Proactively promote best business practices across Inventory, Supply Chain and Admin teams by leading by example and setting clear strategies in conjunction with the Procurement Manager.
2. Sets strategies and review procurement and business metrics, in conjunction with the procurement manager, to proactively look for internal/external supply chain improvements that can be measured for effectiveness.
3. Actively works with all stakeholders to review and suggest changes to buying patterns linked to stock replenishment to create a commercially balanced stock profile that is reactive to sales trends, market conditions and changes to supply chain.
4. Build on and improve collaboration between inventory control and buying teams to ensure supply chain actions are fit for purpose and commercially advantageous to Rapid and meets our customers needs.
5. Create and review key performance metrics for Inventory, Supply Chain teams and Rapid suppliers that drive supply chain improvements for operational and commercial benefits.
6. Prepare reports and analyse as required by business and procurement department.
7. Prepare and complete staff appraisals for Inventory Control team, Supply Chain and Procurement Admin team
8. Act as escalation point for internal/external supply chain issues and commercial opportunities
9. Manage and provide cover for holidays
10. Support Procurement Manager and procurement department with any other aligned departmental goals as required by the business.
11. Actively participate in internal / external training linked to professional and personal development opportunities and use these to coach and develop teams
12. Promote and display Rapid core values to all stakeholders.



Rapid Core Values

Great Attitude

- Bring energy to the team every day
- Motivate and inspire others with a positive outlook
- Build meaningful relationships with colleagues and contacts
- Address problems in a positive way
- Listen carefully, reflect and think broadly, with agility

Be Successful

- Prioritise own workload and be proactive in the pursuit of goals
- Accountable for own performance delivering business goals over personal gain
- Always set expectations and dependencies and deliver to them
- Diligent approach to the detail but not losing sight of the objectives
- Maintain a work/life balance and not be easily distracted

In a Professional Way

- Always punctual with a professional approach
- Dependable due to reliability, flexibility and integrity
- Exceed both customer and colleagues expectations
- Proactively communicate internally to enhance the success of our common goals
- Take pride in sharing your, or Rapid's success externally

With a 'Be Better' Mindset

- A high degree of learning ability, drive and ambition to succeed
- Confident and can articulate strengths and development areas
- Listen well to constructive feedback from line manager and give feedback with good intent
- Positive attitude towards shared goals and set challenging personal objectives
- Constantly look for innovative working practices and processes
- Belief in the ability for new technology to improve our environment and wellbeing

Quality – “Our Commitment”

Our Mission is to enhance the UK's engineering and manufacturing capability through 3 distinct customer sectors utilising Rapid's technical, supply chain and eCommerce capabilities.

The key to achieving this is by operating an Integrated Quality Management System (IMS) in accordance with ISO 9001: 2015, ISO 14001 and ISO 45001 and embedding a Continuous Improvement way of working and culture. It is expected that you understand how this commitment to quality affects your day to day role and how you can help to strive for constant improvement in this area.

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