



Materials Planner

Salary Relative to Experience

An enthusiastic, and self-motivated person is required for a key role at **Morgan Motor Company Limited**.

The Company: Located in Malvern, West Midlands, Morgan Motor Company Limited is an innovative British sport car manufacturer; they have operated in a niche automotive sector since their launch in 1909.

JOB TITLE	:	Materials Planner
DEPARTMENT	:	Supply Chain
REPORTING TO	:	Head of Supply Chain
JOB ROLE	:	To ensure that the supply of materials meet the production schedule with minimum stock levels to ensure operational and production continuity. Able to deliver efficient, effective and flexible solutions to meet production requirements. Maintains strong relationships both internally and externally to ensure supply of materials meets requirements, whilst also achieving all department and business KPI targets.

MAIN DUTIES

Supplier Management

- Schedule the supply of materials/components/services to meet production requirements and minimum safety stock levels.
- To ensure targets for price, quality and delivery are met and continually reviewed for improvement.
- Ensure production build is not compromised. Understand and manage risks to minimize impact on production schedule and take remedial actions with suppliers to minimize the effect to manufacturing of any known shortage.
- Work with suppliers to improve their scorecard rating, including all ethical and sustainability targets.

Relationship Management

- Collaborate with internal and external stakeholders to forecast, plan and facilitate on-time materials to the production line as and when required, avoiding disruption to production.
- Generate and communicate supplier material delivery schedules and forecasts to ensure they reflect requirements and meet demands.
- Develop and maintain good relationships with suppliers and ensure demand for materials is met and deliveries made on time.
- Develop and implement processes and work with suppliers on continuous improvement initiatives.
- Support assessment and sourcing of suppliers in conjunction with members of the purchasing team, including best possible payment terms.

- Support supplier meetings and negotiations to ensure demand for materials is met.
- Resolve supplier concerns and evaluate supplier performance in conjunction with members of the purchasing team.

Inventory Management

- Monitor inventory levels against agreed targets and take action on any deviation, optimizing inventory levels achieving all KPI targets.
- Assist Stores personnel with any stock discrepancy, investigations and corrective actions to ensure 100% accuracy.
- Take ownership of all parts affected by ECRs and new projects/programs ensuring seamless change over with no obsolescence.
- Liaise with Aftermarket and assist with service part procurement.

OCCASIONAL DUTIES

- Annual stock taking and support investigations arising from Cycle Counts.
- Represent the department at internal meetings.
- Flexibility is inherent to the role and it is expected that assistance with all duties in the department may be required from time to time.
- Produce reports and investigations to management.

KNOWLEDGE, SKILLS, TRAINING & EXPERIENCE REQUIRED

- 3+ Years in a purchasing/material planning role, preferably from a manufacturing or automotive background.
- Must understand MRP and be experienced in using MS Office – Excel, Word and PPT
- Driven, pro-active, able to work under pressure and self-motivated.
- Assertive, optimistic, resilient and welcomes change.
- Commercial and financial awareness with a full understanding of how failure impacts the costs, production, manufacture, and vehicle order fulfilment.
- Results orientated and organized with the ability to plan and deliver against deadlines.
- Strong analytical, planning, and problem-solving skills.
- Excellent attention to detail skills.

TERMS & BENEFITS

- 37.5 hours per week (Monday to Friday)
- Salary relative to experience
- 33 days holiday per year
- Pension scheme (5% contribution from Morgan)
- Contributory Private Medical Insurance (BUPA)
- Subsidised workwear
- Cycle2work and EV salary sacrifice scheme
- Enhanced Paternity & Maternity benefits