



## MORGAN MOTOR COMPANY

**Job Title:** Materials Planner  
**Reporting to:** Head of Supply Chain  
**Location:** Malvern, Worcestershire

### The Company

Morgan Motor Company has been handcrafting sports cars since 1909 and is one of the world's pre-eminent coachbuilders. Pioneering its unique blend of traditional craftsmanship and modern technology, every Morgan is handmade to order.

The historic home of Morgan is at Pickersleigh Road in Malvern Link, Worcestershire. This is the only place in the world where Morgan cars are built. Steeped in history, the hallowed red brick buildings are home to one of the most unique automotive production facilities in the world.

Morgan sports cars are hand crafted using three core elements: ash, aluminium, and leather. Every car is entirely unique, built to the highest standards by passionate craftsmen and women, whose skills are handed down through generations and perfected over a lifetime, bringing together heritage, innovation, and cutting-edge technology.

Morgan's model line-up comprises Super 3, Plus Four and Plus Six. All models are characterised by their driving experience, and regardless of the model chosen, every journey in a Morgan is an adventure.

Morgan employs around 250 people at its Malvern factory. Morgan distributes via a network of c.70 dealers globally, with export markets representing around 70% of production demand annually.

Morgan is an inclusive organisation that provides a welcoming environment for everyone, we celebrate the diversity of our community and embrace equal opportunities for all by promoting a workplace that is free from discrimination of any kind. We encourage job applications from all and actively seek to add fresh perspectives and new ideas to our hardworking and passionate workforce.

### The Role

Reporting to the Supply Chain Manager, you will ensure that the supply of materials meets 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 act 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**

The successful candidate must demonstrate

- 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.

## **Engagement Terms & Benefits**

Morgan Motor Company puts its people at the heart of the business and rewards them with the following benefits package:

### **Working Hours, Salary & Holiday**

- 37.5 hours per week Monday to Friday, which can be worked flexibly under the terms of the Flexi Time Scheme.
- Hybrid Working Policy
- Salary circa £30k (negotiable based on experience)
- 33 days holiday per year

### **Financial Planning & Support**

- Standard Life Pension scheme (5% contribution from Morgan)
- Legal & General Life Cover (twice annual salary)
- Octopus Electric Vehicle Salary Sacrifice Scheme
- Charity payroll giving scheme

### **Health & Wellbeing**

- BUPA private medical insurance (single, couples and family cover available)
- BHSF Health Cash Back Plan
- Enhanced paternity, maternity & sick pay benefits
- Legal & General Employee Assistance Programme for 24-hour support
- Weekly "Wellbeing Wednesday" initiatives
- Access to a team of trained Mental Health First Aiders
- Paid time off for medical appointments
- Occupational health referrals as required
- Menopause Policy
- Retirement Wind Down Policy
- Flexible Working Policy
- Hybrid Working Policy
- Flexi Time Scheme
- Sabbatical Policy
- Awareness training for stress/mental health/menopause etc.
- Cycle2work Scheme

### **Staff Engagement & Community**

- Morgan Hub employee engagement app
- Staff discount (vehicles/parts/merchandise/tours)
- Corporate workwear
- Food ordering app and discounted menu from the Morgan café.
- Free entry to Morgan events for staff and their families
- Staff Volunteering Scheme
- Employee Referral Scheme

- Long service awards & birthday gifts
- Discount shopping portal

### How to Apply

Please send your CV and a covering statement to [careers@morgan-motor.co.uk](mailto:careers@morgan-motor.co.uk)