

Role Profile

Job Title: Supply Chain Planner
Department: Supply Chain
Reports To: Supply Chain Manager
Ref: Ref-307, V3 – 23 May 2024

Role Overview

The role of Supply Chain Planner will be to assist the Monaghan Supply Chain team with the implementation of the company's supply chain strategy from source through to the delivery of our finished products.

Main Duties

- Participate and become a dynamic member of the supply chain team, providing support and assistance with daily tasks including administration, planning, execution and problem solving
- Evolve, learn and adapt quickly to changing environments and circumstances
- Engage and build relationships with our customers, suppliers and external contractors
- Understand and contribute so we successfully achieve the promise made to our customers – on time, in full and to the quality expected
- Endorse and uphold Monaghan's cultural values, "Do the right thing, forward thinking, down to earth, Inspiring and Egalitarianism"

Daily Tasks will include:

- Sale Order Administration
 - Creating, amending and planning sales orders
- Purchase Order Administration
 - Creating, amending, updating and issuing purchase order
- Daily Reporting
 - Management of Aged stock and Waste
 - Updating Short Range Planning tools
 - Update Medium Range Planning tools
 - Updated Long Range Planning tools
- Supply Planning
 - Analyse supply v demand and assess what impact on master plan
 - Adjust supply or sales to align age of stock across multiple sites
 - Review load fill on planned loads to ensure cost efficiencies are maximised

Competencies to perform the role

- Self-organised and able to run multiple tasks simultaneously
- Analytical, have a good understanding of numbers and able to demonstrate interpretation of numbers
- Excellent communicator both written and verbal
- Works well under pressure
- Builds strong relationships both internally and externally
- Strong IT knowledge

- Qualities: Energetic, adaptive, creative and inventive

Experience and Qualifications

- Leaving Cert qualified or equivalent

Performing the role in line with the Monaghan Cultural Values:

1. We do the right thing: We use this philosophy to drive every aspect of our business, from product, to process to people
2. Forward Thinking: We think ahead, and we think for the long term
3. Down to Earth: We understand the importance of communicating our discoveries in a straightforward way
4. Inspiring: We seek out new ways to excite and inspire each other
5. Egalitarian: We have always been grounded in the belief that everyone is equal. That everyone deserves an equal chance to speak, be heard and make an impact