Position Description

YEALANDS WINE GROUP
MARLBOROUGH NEW ZEALAND

Position	Supply and Demand Planning Manager
Department	Global Sales
Reporting to	Global Sales Manager
Location	Auckland
Date	Nov 2026

Position Purpose:

The Supply and Demand Planning Manager owns and leads Yealands' integrated demand and supply planning process, providing the business with a clear, accurate and actionable view of future demand, supply requirements and inventory.

The role connects Sales, Marketing, Finance, Winemaking and Supply Chain through a disciplined S&OP process, ensuring risks, opportunities and trade-offs are identified early and translated into clear business decisions.

The role is accountable for improving forecast quality, optimising inventory and supply, supporting financial and production planning, and providing commercially relevant insights that enable sustainable growth.

Key Relationships:

External	Internal
• Distributor and customer demand forecasting personnel • ERP system provider • Industry and trade partners	• General Manager Yealands • General Manager Seaview • Global Sales Manager • Marketing Manager • Head of Finance • Supply Chain Manager • Winemaking • National Supply Manager • Wider winemaking, marketing, finance and customer service teams

Key Accountabilities & Tasks:

Sales & Operations Planning - Demand, supply, inventory and financial plans aligned

- Own and lead the monthly S&OP process across Sales, Marketing, Finance, Winemaking and Supply Chain.
- Maintain one reconciled view of demand, supply, inventory and material variances.
- Present clear scenarios and recommendations where demand and available supply are not aligned.
- Document decisions, owners and actions, and ensure timely follow-through.
- Reconcile the operational demand plan with financial forecasts and longer-term plans.

Demand Planning & Forecasting - One reliable, evidence-based view of demand

- Develop and maintain accurate demand forecasts across markets, channels and products.
- Use sales history, customer information, market drivers and statistical analysis to test and refine forecasts.
- Constructively challenge commercial assumptions and identify material risks and opportunities.
- Translate demand, supply and inventory data into concise, decision-ready recommendations.

Supply & Vintage Planning - Future supply aligned with commercial requirements

- Lead the Annual Vintage Commitment process, aligning committed supply with forward demand, inventory requirements and commercial priorities.
- Track actual demand and drawdown against vintage commitments, highlighting supply risks and required actions.

- Develop scenarios for material changes in demand, supply, vintage availability and inventory.
- Assess the operational and commercial impact of forecast changes and significant opportunities.

Cross-Functional Collaboration - Stakeholders aligned, decisions made and actions followed through

- Provide Sales, Marketing, Finance, Winemaking, Supply Chain and Customer Service with timely, accurate planning information.
- Communicate demand insights, customer actions and supply risks clearly to relevant stakeholders.
- Facilitate planning decisions and confirm agreed actions, owners and deadlines.

Inventory Management - Appropriate availability with reduced excess and obsolescence

- Set and maintain inventory policies across SKUs and markets.
- Monitor supply, demand and inventory performance, recommending corrective action where required.
- Identify slow-moving and obsolete stock risks and support timely mitigation.
- Support SKU rationalisation using product performance, demand and stock-efficiency analysis.

Commercial Insight & New Opportunities - Planning supports sound commercial decisions

- Evaluate demand and supply implications for new customers, markets, products and material commercial opportunities.
- Develop forecasts and scenarios for NPD and new business proposals.
- Provide relevant market, inventory and financial indicators to support commercial decisions.

Health, Safety & Compliance

- Always abide to relevant legislation and the company's policies and procedures whilst acting within the capacity as an employee or whilst acting on behalf of Yealands.
- In relation to Health and Safety, environmental management, ethics, quality and food safety responsibilities:
  - Actively participate in related training.
  - Identify to your Manager areas where procedures or policies do not align with requirements
  - Report improvements or incidents through the company's reporting system and ensure investigations are completed, improvements identified and implemented to manage risk.
  - Work with 'best practice' in regard to food defence and food fraud procedures.
  - Actively participate in audits as required.

General Responsibilities

- Prioritise work to deliver accurate, high-quality outputs on time.
- Communicate and collaborate effectively, taking a practical, solutions-focused approach.
- Use business resources responsibly and uphold company values and policies.

Key Measures of Success

- Forecast accuracy against agreed targets.
- Inventory, product availability and slow-moving or obsolete stock performance against agreed targets.
- S&OP cycle completed accurately and on time, with decisions and actions followed through.
- Material demand and supply risks identified, escalated and addressed early.
- Demand, financial and vintage plans remain aligned.

Person Specifications:	
Experience	Essential: Significant experience in demand planning, supply planning, S&OP/IBP or commercially focused planning within FMCG, manufacturing or a similarly complex environment. Preferred: Experience within a multi-market or international wine or primary industry business involving complex SKU portfolios, inventory and supply constraints.
Education & Qualifications	Essential: BCom or equivalent Preferred: Financial analysis background
Specific Skills & Attributes	• Advanced analytical, communication and stakeholder-influencing skills. • Advanced Excel and data analysis capability, with experience using ERP, forecasting, planning and business intelligence tools. • Ability to build forecasting models and work confidently with large datasets. • Demonstrated ability to improve and automate planning processes, reporting and data visibility. • Strong commercial and financial acumen, problem-solving ability and sound judgement.

This position description is intended to describe the general nature and level of work being performed. It is not an exhaustive list of all responsibilities, duties, or skills required, and the employee may be required to perform other duties (that they are skilled to perform) as needed.

Employee & Manager Acknowledgement:

Employee Signature	Date	Manager Signature	Date