

JOB DESCRIPTION			
Position	S&OP Manager	Division	Rockit Trading Co.
Reports to	CFO	Date	November 2024
Job Purpose			
<p>This role is responsible for actively managing the S&OP process, ensuring high levels of cross functional participation and optimisation of Rockit's global demand and supply. The position oversees the global coordination of fruit supply to meet demand and proactively identifies ways in which to optimise and increase transparency of the end-to-end supply chain.</p> <p>This role is a senior role within the business with significant Senior Leadership Team (SLT) exposure. Key business decision recommendations are facilitated through the S&OP process and often lead by the S&OP manager.</p>			
Key Responsibilities			
<p>S&OP Process</p> <ul style="list-style-type: none"> • Manage the S&OP process to ensure optimisation of global demand and supply, delivery of product to customers on time and in full, and best possible grower and commercial return • Coordinate and facilitate the monthly Pre-S&OP and SLT S&OP to achieve demand plan consensus including strategic, product, sales and marketing activities as well as supply plan balance and constraints/gaps • Conduct rough cut capacity and scenario planning to be able to validate and present data and analytics to facilitate decision making • Ensure that scenarios are analysed for commercial implications and financial impacts are clear in all decision making • Measure, control and improve S&OP accuracy through balanced scorecard and clearly defined metrics • Assist with the coordination, facilitation and documentation of regularly scheduled planning and consensus review meetings • Ensure that New Product Development is efficiently phased into S&OP cycle • Ensure efficient communication across functional teams for any trends, drivers, and takeaways in a clear and concise manner <p>End to End Supply Chain</p> <ul style="list-style-type: none"> • Support the team in planning and delivery of demand planning, crop forecasting, production planning, inventory, and logistics functions • Proactively build relationships and monitor performance of third party packers and shipping providers to ensure high levels of service delivery • Ensure seamless coordination of selling windows for Southern and Northern hemisphere crops • Support finance with cost analysis of end-to-end supply chain to identify and proactively implement optimisation projects <p>Continuous Improvement & Contribution to Strategy</p>			

- Seek to improve all aspects of the S&OP function by identifying improvements and implementing best practice.
- Lead development and implementation of new planning and analytical tools to improve efficiency and accuracy
- Ensure all decisions are made with respect to maximising grower returns and optimising the value of the crop, while aligning to Rockit's strategy.

General & People management

- Ensures all team members are appropriately trained in their roles and actively contribute to the S&OP team
- Works closely with P&C on recruitment and induction activities as required.
- Ensure all S&OP team members have robust understanding of end-to-end supply chain and key suppliers
- Foster a positive culture and plan activities and initiatives to promote a positive work environment
- Support implementation of agreed actions from engagement surveys
- Manage all disciplinary meetings from misconduct to serious misconduct with assistance from the People and Culture team
- Coordinate team recruitment and interviews through the QJumpers system with assistance from the People and Culture team
- Actively lead on contingency planning for staff shortages/cover for key roles especially in fruit and packing seasons
- Develop Succession Planning for all key roles
- Active coaching for key staff, agreeing development plans and performance management as needed
- Perform monthly staff performance reviews with direct reports and organise feedback reviews

Health and Safety

- Responsible for health and safety management and actively promoting a positive health and safety culture
- Role model best health and safety practice
- Ensure health and safety training and required certifications are completed in a timely way
- Undertake regular monitoring of risk areas associated with the S&OP team
- Perform investigations and corrective action execution as needed
- Complete actions arising from health and safety audits
- Ensure all company Health and Safety policies and legislative regulations and protocols are always carried out
- Ensure all equipment is only used by authorised and trained staff, and is used safely according to all company and Health and Safety regulations
- Ensure company equipment is used responsibly, according to manufacturer's specifications
- Support company wellbeing initiatives and promote available support to staff (EAP, Flu vaccination etc.)

Organisational Obligations

- Work proactively and collaboratively with all areas of the business to achieve desired business outcomes
- Ensure timely preparation of information, reporting and other written documents/materials as required
- Ensure and maintain effective ongoing communication with all stakeholders
- Ensure total confidentiality of employee and company information
- Maintain a high standard of performance and commitment to internal and external customer service
- Ensure confidentiality of personal and business information
- A positive attitude and a can-do attitude are particularly important. Pro-active input to teamwork and process improvement is critical in this rapidly expanding company
- Function in accordance with established standards, procedures, and applicable laws
- Participate in regular team and company-wide meetings
- Demonstrate and role model our Rockit company values

Key Relationships

Functional:-

S&OP team
Supply and Growing Team
Post-Harvest Team
Quality, Market Access & Compliance Team
IT team
Marketing team
Innovation team
Finance team
P&C team

External suppliers:-

In-market distributors / customers
Independent growers
Packaging suppliers
Third-party packhouses
Shipping companies
NZAPI

Reports to:-

CFO

Direct Reports:

Logistics Manager
Demand Planner
Supply & Production Planner

Personal Specification Requirements

Essential:

- Tertiary qualification in business or commerce
- 5-10 years' experience in S&OP (demand planning, supply planning, inventory planning or related supply chain management function)
- Proven ability to build and maintain productive cross-functional relationships
- Experience managing S&OP process and effective engagement with stakeholders up and down supply chain
- Experience with planning and analytical tools such as Oracle, SAP or similar
- Experience leading a team and building a high-performance culture
- Ability to lead and deliver strategic and continuous improvement projects

- Data driven with demonstrated ability to analyse and resolve problems and high degree of technology literacy particularly with Excel (including pivot tables)
- Strong analytical, organisational and decision-making skills
- Capable of influencing and driving decisions through the S&OP process

Desirable:

- Experience in horticultural (or primary industry) role
- Understanding of the fruit supply-chain process from harvest to customer delivery
- Industry knowledge of fruit specifications and market access requirements

Team Values

Proactively demonstrate Rockit Global Limited's values in all work and internal and external interactions:

Action Over Talk – Hohenga I Runga I Te Kōrero

At Rockit we've never been about the talk; it's always been about the doing. Doing things that nobody thought was possible.

Unstoppable Passion - Kohara Kāore e Taea Te Tū

We use a simple formula; passion in the work, unbridled ingenuity and backing ourselves. We believe the world would be a better place if everyone rocked it with us!

Doing Things Differently - He Rerekē Te Mahi I Ngā Mea

Doing things differently has always been part of our DNA, and it's what saw us take a punt on the world's smallest apple and turn it into a big New Zealand success story.

He Toa Takitini

Ehara taka toa, te toa takitahi, he toa takatini kē

Uniting all cultures, as we strive to make a difference within our communities and in all aspects of our environment, while being true to ourselves.

Signed by the employee: