

VACANCY

Job title: Head of Planning

Location: Southampton

We are Novacyt, a rapidly growing diagnostics group specialising in infectious diseases. We have a number of successful brands and serve a large global customer base, from hospitals to large corporates.

Primerdesign, part of the Novacyt Group, is a leading provider of RT PCR solutions. We have thousands of happy customers based across the globe and have a real ambition to drive our business forward and achieve even more. We have delivered exceptional products to combat formidable challenges. We developed the world's first swine flu detection kit, played an important part in uncovering the UK's horse meat scandal and are currently producing high-performing detection kits to support the fight against COVID-19.

We're now looking for a Head of Planning to join our team on a full-time basis working 37.5 hours per week.

Job Summary

The role of the Head of Planning is to provide the communication link between the business demand: Sales, Marketing and New Product introduction and the supply chain capacity: internal production and sub-contractors. Provide overall leadership and direction to the business planning teams to generate a coherent and integrated plan for the manufacturing facilities, both external sub-contract manufacturers and laboratory production. Help set direction for business capacity requirement, pre-empt problems and provide recommendations to the senior team.

Main duties and responsibilities

1. Overall responsibility for;
 - a. the availability of stock ensuring on-time-in-full metric is kept at industry leading levels and stock turn is maximised
 - b. the generation of a demand plan for all products. Liaise with sales, marketing, new product development and senior team to ensure there is a realistic demand plan for each product
 - c. producing a manufacturing schedule consistent with the prioritised needs of the business
 - d. providing a procurement plan identifying and minimising material shortages and lead time limitations
 - e. the accuracy of masterdata for all components, subassemblies and finished goods inc. BOM accuracy and warehouse information across the business
 - f. leading the implementation and continuous development of MRP functionality across the business
2. Prepare the Sales and Operational plan, make recommendations to the senior team on how to close gaps between demand and capacity to optimise the supply chain and meet customer requirements
3. Produce an integrated manufacturing plan for each sub-contract manufacturer and weekly manufacturing priorities for each site
4. Challenge constraints in the supply chain plan for local manufacturing and sub-contract manufacturing
5. Liaise with New Product Development to incorporate launch timeframe, quantities, and probability into the demand plan

6. Smooth the demand through production to achieve efficiencies and maximise the effectiveness of available resources
7. Understand the medium-term storage requirements for Raw Materials, Work in Progress and Finished Product, make recommendations to optimise
8. Track and report supply chain performance metrics to the business
9. Anticipate supply chain problems and implement preventative actions
10. Provide leadership to the planning department; coach, support and motivate the team
11. Share best practice across Novacyt subsidiary companies Primer Design, Microgen, Lab21 and IT IS

Qualifications and experience required

- Extensive experience of working in supply chain management and planning
- Excellent communication skills and interpersonal skills
- Good attention to detail
- Ability to problem solve and adapt at short notice
- Outstanding analytical and data management skills
- Advanced excel skills

The Benefits

- Competitive salary
- 25 days' annual leave
- Ability to buy and sell annual leave
- Cycle to work scheme
- Refer a friend scheme
- Life assurance
- Private medical insurance
- Group pension scheme

It's an exciting time to join our team as we are making huge leaps in the fight against COVID-19 and have recently been awarded a Breakthrough of the Year award at the European Mediscience Awards 2020. We are the best in the world at what we do. If you are looking to learn, grow and succeed as part of a passionate team who are eager to make a difference, we want to hear from you.

Hours of Work	37.5 hours per week
---------------	---------------------

For further information or to apply for this vacancy please e-mail recruitment@novacyt.com