

# Waterstones

<b>Job Title</b>	<b>Supply Chain Analyst</b>
<b>Reports to</b>	Head of Supply Chain
<b>Purpose</b>	For this new role within the Waterstones Supply Chain structure, we are looking for a candidate who will analyse data to support decision making across the business. The role must influence decisions made on stock holding and give understanding on supplier performance. The role will influence the end-to-end supply chain, identifying opportunities to improve processes and service to customers and stores, as well as reducing cost. There is a need to help define the new way of working for the Supply Chain Team as part of the introduction of a new Materials Management System and new Warehouse Management System.
<b>Key Responsibilities</b>	<ul style="list-style-type: none"> <li>• Analysis of stock receipts and stock holding to inform and support management decisions</li> <li>• Provide reports and recommendations regarding cost effective stock management</li> <li>• Provide reports on supplier performance, extent to which business objectives are being met by suppliers</li> <li>• Financial analysis and reporting of stock position</li> </ul>
<b>Experience and Qualifications</b>	<ul style="list-style-type: none"> <li>• Advanced Excel skills</li> <li>• A background in stock management/supply chain</li> <li>• Extensive data processing experience with attention to detail</li> <li>• Able to plan optimal storage requirements</li> <li>• Analysing and reporting on supplier performance</li> <li>• Desirable - Completed process reviews of current state and designs on future state</li> </ul>
<b>Person Profile</b>	<ul style="list-style-type: none"> <li>• Will have good communication skills both written and verbal</li> <li>• Will be comfortable working across functions</li> <li>• Will be experienced in the supporting the delivery of new processes/systems</li> <li>• Will be a team player</li> <li>• Is flexible and adapts to change</li> <li>• Thinks creatively</li> <li>• Is able to respond quickly to ad-hoc requests for analyst, data and make recommendations</li> <li>• Ideally has worked with JDA</li> </ul>
<b>Job Type</b>	Full Time, Permanent Working Pattern will be Monday to Friday
<b>Benefits</b>	<ul style="list-style-type: none"> <li>• Excellent Staff Discount scheme</li> <li>• Company Pension</li> <li>• Flexible shift pattern</li> <li>• Company sick pay</li> <li>• Ability to work from home</li> </ul>
<b>Direct reports</b>	None

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