

Depot Manager

Brand: Matthew Clark

Job Family: Logistics

Report To: Regional Managing Director

Sub Family: Logistics

Purpose

- Effective management of depot operations within agreed Key Performance Indicator targets.
- Responsible for meeting demanding customer service levels within agreed budget.
- Support the organisational drive for sustained profitable growth.
- Responsible for fostering a culture of continuous improvement and encouraging a 'can do' approach to all challenges.

Core Accountabilities

- To provide a service of the highest standard/lowest cost to demanding customers.
- To set objectives and performance standards. Constantly monitor levels of efficiency through Key Performance Indicators. Identify areas for continuous improvement
- To be constantly innovative and look for new ways to measure and control the business in line with industry best practice
- To ensure adherence to S.O.P.'s using them to plan and lead the team's working practices.
- To manage the service and maintenance of commercial vehicles and M.H.E ensuring tight controls are in place to secure compliance with all relevant road traffic acts and EC regulations currently in force.
- To provide all new Distribution staff with Induction and Manual Handling training before commencement of duties.
- To manage the training and development of all staff in order to provide appropriate skill cover for current and future business.
- To act as a key holder with call out responsibility and organise sufficient call out cover from within the management team
- Responsible for championing motivation and staff morale.
- Together with the Management Accountant, produce annually a challenging yet achievable budget and a cohesive strategy to accomplish it.
- Work closely with the Management Accountant to continually review P&L and develop the breadth & depth of financial reporting
- Prepare a monthly brief for the Regional Managing Director highlighting any significant variances from the budget and what prompt remedial action you have taken.
- To manage depot operations to the highest level of H&S compliance
- To play an active role in the exec and work in partnership with RSMs to maximise business opportunities & profitability
- To ensure the appropriate planning of all resource throughout the year, especially around peak bank holidays
- To develop the ops team skill & competencies in parallel with commercial & customer service ethos
- To be the expert in warehousing, stock management and transport operations
- To manage full Sarbanes Oxley compliance
- To strive for achievement in all areas related to Depot of the Year
- To think strategically on the long term requirements of the operation to identify the necessary milestone required to ensure a continuity of cost and customer care
- Carry out any reasonable requests, as required by the Regional Managing Director.

KPIs

- Manage and deliver actual to budget performance on variable, fixed and admin costs
- Achieve/exceed the cost per 9L case budget
- Manage stock availability, delivery accuracy and on time fulfilment to agreed standard
- Manage DIO and Stock turns to agreed levels
- Manage hours to contracted amount
- Drive payload utilisation above agreed level
- Ensure 100% legal compliance in transport, security & H&S

Key Relationships

Internal

- RMD's
- RSM's, CDD's and sales teams
- Depot Managers
- Finance, HR other HO based services
- Direct Reports

External

- Customers/Suppliers

Experience, Skills and Knowledge

- Experienced people manager
- Transport/Warehouse management systems
- Strong record of achievement in career to date
- Extensive Health & Safety knowledge
- Excellent presentation and negotiation skills
- Potential for career development
- Must be numerate – able to evaluate and draw conclusions from data

Qualifications & Education

- Degree Level or Equivalent
- Minimum 50% on management aptitude tests
- CPC Certificate of Professional Competence
- IOSH Managing Safely Certificate

Our Values

Passion

We tackle challenges and opportunities with passion and enthusiasm. Across the business we have fun whilst we do it.

Agility

We are always flexible to the needs of the business. Our people generate innovative ways of working. In return our leadership embrace new ideas and opportunities.

Team Work

We work as one team to achieve a common goal. We support our customers, our retail Franchisees and each other.

Customer Focus and Excellence

We make a difference by going the extra mile for our customers and each other.