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| Position title | Weighbridge, Stock & Production Improvement Manager |
| Date | January 2025 |
| Line Manager title | Head Of Performance Improvement |
| Grade | 8 |

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| Purpose |

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| To design and deliver a national process for the application of the company’s weighbridge, stock and production systems in the interests of protecting the wider operational business and customer experience. To develop and implement a national standardised ‘way of working’ for all SUEZ staff operating Weighbridges, Stock & Production systems and create,maintain and implement training collateral. To maintain an effective day to day relationship with our suppliers of weighbridge and stock management systems. To continually critically analyse the new systems and processes and amend where necessary. |

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| Key responsibilities |

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| In order to ensure material processing continually highlight and capitalise on areas of opportunity and minimise risks, promote an environment of continuous improvement, creating and implementing guidance, training and direction on how to review and identify CX and Operational improvements within process  To lead and collaborate with stakeholders on identifying best practice and converting into standard process SOP.  To lead and coordinate at national level the roll out of best practice for operational and administration excellence, including reviewing and assessing viability of any new functionality within the operating systems for weighbridge, stock and production in current national use  To horizon scan future requirements for compliance and legislations and operational and administration trends and communicate and influence Managing Directors as to appropriate action required  To monitor and report on national level agreed KPI’s and identify areas of improvement to be actioned within the Regions  Lead Data Steward:  Governance - Monitor & improve Data quality across processes. Prioritize improvement actions based on business impacts. Facilitate communication between Business teams & IT. Host Data Community to manage operational data topics & share success from other Suez entities. Harmonize data definitions  Data Protection - Ensure Data Protection compliance rules on the process he is responsible for with the support of the DPO Referent. Contact the DPO referent when involved on new projects dealing with personal data. Alert the DPO Referent when a non- conformity or a risk is detected  Data Culture - Support change management by improving data culture, share best practices, organize trainings |

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| Skills |

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| Problem solving – critically analyse and understand problems and provide suitable solutions for the customer and the company  Communication – be able to communicate with all levels of staff. In particular be able to communicate with and influence decision making of Regional Directors and Senior Commercial Managers to ensure consensus and cohesive national weighbridge, stock and material processing standards.  Project Management – plan work and resources to deliver projects in specified timeframes  Team work – work with all teams throughout the UK to deliver required objectives and break down barriers between teams  Analytical – analyse and interpret processing data and process to inform trends for better decision making.  Systems thinking – use system thinking tools to deliver work that is customer focussed and removes non value added activities  Flexible – ability to juggle multiple projects and priorities of differing scales, urgency and importance  Continuous learning – stay abreast of new technologies and legislation to develop self and provide suitable solutions on weighbridge, stock control and production processing |

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| Behaviours |

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| Professional – in all conduct. Act in an honest, responsible and respectful manner to others.  Compliant – at all time with the laws and regulations connected with their activities  Customer focussed – deliver solutions that focus on customer need and experience  People – willingness to engage with peer groups and collaborate on projects, ability to clearly explain processes and modify employee behaviour using positive re-enforcements.  Senior Management – be able to influence decision making |

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| Knowledge |

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| * Understanding of project delivery (time/cost/resourse management) incl. system design, implementation, standardised practice and support * Be able to communicate our business strategy to external stakeholders (e.g Mayer) * Specific Knowledge – computer skills (MS, Excel, Word, Operating Systems), experience of Lean Processing and System Thinking * Business understanding – strong financial/commercial skills with track record of planning. co-ordinating and implementing productivity initiatives. * Compliance – understands the needs to operate in a compliant manner whilst at the same time competing in a challenging environment. * Customers (external and internal) – ability to relate to managing service levels, creating positive customer experience whilst managing expectations, maximising customer loyalty and profit levels. |

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| Specific candidate requirements |

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| * At least 5 years experience of working in the waste and recycling industry * Deep understanding of stock and production management (of recycled commodity grades) * Deep understanding of weighbridge, stock and production IT Systems |

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| Qualifications |

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| * APM Project Fundamentals Qualification or similar would be desirable * NVQ3 Management or similar |

**Please note:** The content of this job description reflects the main duties and responsibilities of the job and is not intended to form part of the contract of employment. SUEZ may revise the content of the role and responsibilities at its discretion.