# **NDC Warehouse Manager**





### Who we are

At TR, part of Trifast plc, we're more than fasteners, we're the trusted partner behind some of the world's most advanced industries. As a global leader in the design, engineering, manufacture, and supply of fastenings and Category 'C' components, we deliver smart, efficient solutions that enhance performance across major assembly operations.

From Automotive to Smart Infrastructure and Medical Equipment, our focus on engineering excellence and streamlined supply keeps us at the forefront of progress.

We're looking for a driven and dynamic Warehouse Manager to contribute to our continued success on a global scale.

We are looking to recruit a Warehouse Manager to join our new National Distribution Centre based in the West Midlands (WS2 8DQ). The role is 37.5 hours per week.

### The Role

Reporting to the Head of Distribution UK&I. On a day to day basis you will oversee all warehouse activities, ensuring excellent customer service is maintained at all times. You will be responsible for leading a team of warehouse Team Leaders, driving efficiencies, motivating the team to succeed and ensuring all KPIs are achieved. This is very much a hands-on role working closely with multiple stakeholders as part of a crossfunctional team to deliver a flawless customer experience

### **Key Tasks**

#### **Safety**

- Drive the improvement in Health & Safety Culture through strong Health & Safety leadership conducting
  regular leadership walks, deploying the process of safety observations robustly and deploying any
  corrective actions to incidents at pace.
- Improving the layout of the warehouse for both safety and productivity using 5S principles.
- Ensuring that all warehouse equipment is maintained to the relevant legal standard required.
- Lead and drive the NDC H&S Warehouse Improvement plan, closing any gaps in compliance and process.
- Responsible for ensuring that the warehouse team have completed and maintained their training to ensure that the team are operating safely for the tasks that they undertake.

#### **People**

- Responsible for the development and deployment of operating standards and holding the team to account to work to them.
- Complete regular 121 sessions with the Team Leaders to ensure that they are successfully completing their
  objectives and actively working on any development requirements. This include completing formal

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performance reviews every 6 months.

- Develop a clear training matrix and develop training plans that are executed to provide better flexibility within the team to deal with changes in workload between departments.
- Lead the Workforce Engagement Group (WEG) to improve identified opportunities for improvement in how we engage and develop our team.
- Play a key role in improving communication with the team through visual management, shift briefings and town halls.

### **Operational Excellence**

- Develop and own the long term strategy for the NDC which will include recommendations for automating elements of the current warehouse processes.
- Ensure effective labour planning and deployment, including absence and holiday planning.
- Efficient management of all Goods In functions including booking in, rejections and collections.
- Efficient and accurate picking and despatch of all sales orders, works orders, plating notes and transfers
  ensuring zero overdue orders.
- Weekly, monthly, and annual PI reporting.
- Maintenance of stock positioning for productivity, including customer zone picking.
- Responsible for the effective deployment of shift patterns to ensure the success of the operation.
- Ensure that On Time Delivery in Full (OTIF) is maintained >95% for the NDC.
- Identify and implement continuous improvement opportunities in both processes and procedures.

### **The Candidate**

The ideal candidate will have a minimum of 5 years experience in Warehouse Leadership, preferably within the fastenings industry, possess proven leadership skills and the ability to motivate and inspire others. A demonstrable experience in transforming culture, business performance and uplifting standards would be desirable.

A desire to succeed is a must, along with a can-do attitude, working to deadlines in a fast paced environment and who can think on their feet. An ability to demonstrate flexibility in their approach and be able to prioritise and remain focused at all times.

The candidate will have excellent communication skills, both verbal and written in order to be able to communicate and build good relationships with both internal and external stakeholders.

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Flexibility around working hours is also required to ensure the smooth functioning of the warehouse operation. The candidate must have a full driving licence.

### What we offer

- On-site parking
- Life insurance
- Pension

## To apply

If you are interested, know of someone who might be or have any queries, please contact: **HR at** <u>careers@trifast.com</u>. Kindly send your CV and specify the position you are applying for to the above email.