



Job Title (Vidrala Group)	Logistics Projects Delivery Manager
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Organizational Unit	Logistics
Business Unit	Encirc
Reporting to (Hierarchical)	Head of Elton Logistics Operations
Reporting to (Functional)	Head of Elton Logistics Operations

Main Purpose of Role

Based in a fast-paced, 24/7 Logistics inbound and outbound high volume operation, with physical constraints that make it essential to maximise the available capacity.

Responsible for managing and coordinating the planning, execution and completion of operational improvement projects, for improved performance and operational efficiency, ensuring they are delivered on time, within budget and to meet defined success criteria that demonstrate operational efficiencies.

Key Accountabilities

- Operational Performance:
 - Collaborate with the Logistics Operational Teams to identify opportunities for improvement
 - Supporting the Logistics Operations Team in the identification and implementation of process standardisation
 - Identify needs for new / updated SOPS and support the Logistics Operations teams in the creation and review of new and existing
 - Use data available to analyse operational performance and support the Logistics Management Team in the agile application of improvement measures
 - Identify new training requirements in alignment with the improvements implemented
 - Support the production of Training documentation for effective delivery of changes and new processes
 - Responsible for the identification and delivery of change opportunities
 - Leverage Change Management methodologies to ensure effective delivery and embedding of change
 - Other duties as assigned by the company to support the goals of the company
- Improvement Projects Delivery:
 - Producing and presenting effective plans for the successful delivery and implementation of Logistics improvements and changes in process
 - Active participation in the project delivery and implementation of the changes
 - Identifying resource, skills and effort requirements for the effective delivery of changes
 - Impact risk assessment, identifying potential issues and implementing mitigation strategies to ensure service continuity
 - Tracking progress and coordinate meetings, workshops and communications to manage adherence to timescales, milestones with all tasks completed as scheduled
 - Escalation of challenges that risk the timely delivery of changes
 - Facilitating communication and collaboration between the cross-functional teams involved and stakeholders
- Quality assurance:
 - Complete Management of Change for improvement projects / operational changes
 - Implementing controls to measure the success of each change versus initial status
 - Compliant with Logistics and HSE legislation, as well as standards and internal company policies

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- Stakeholder Management:
 - Identification of stakeholders and effective engagement
 - Engaging with suppliers for new product or service developments, demos, trials, etc
 - Responsible for managing expectations and resolving conflicts
 - Managing the discovery and documenting of lessons learnt for future initiatives
- Technology and Tools:
 - Data and reporting skills through dashboards, KPIs, status updates, etc
 - Documentation and data integrity maintenance
 - Utilising available data to produce insights
 - Management of project files, logs, registers, communication packs, etc
- Budgeting and Cost Control:
 - Control of project budgets
- Compliance & Regulatory adherence lead:
 - Full adherence to Logistics and HSE regulations and Bond/Customs compliance requirements
 - Adherence to company HR policies and general processes
 - Adherence to Process Safety Management processes
- Communication and Collaboration:
 - Ensure timely communication and feedback to internal and external stakeholders
 - Adherence to HSE policies and procedures, leading by example
 - Driving an open-door policy and encouraging a positive culture and good consultation and communication standards

Knowledge, Skills and Experience

Business Knowledge

- Qualifications in Supply Chain, Logistics Operations and Project Management are desirable but not essential
- Subject Matter Expert in Logistics desired
- Ability to learn new concepts and principles
- Experience of Management of Change
- Knowledge and previous experience in fast-paced Logistics environments within the food, drinks or packaging environments
- Experience of working within a large multinational organisation
- Ability to demonstrate personal success in the achievement of challenging business targets

Essential Functional / Technical Skills

- Effective team management
- Operational experience
- Performance management
- Effective communication and collaboration
- Planning and execution
- Data Analysis and Performance metrics
- Process Optimisation and Lean Thinking
- Supply Chain and Logistics Operational knowledge
- Technology proficiency
- Problem solving skills
- Budget control
- Flexibility to adapt & promote change and ability to learn new skills, concepts & processes

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Personal Attributes / Competencies

- Self-driven, proactive
- Leadership and influence
- Inquisitive and willing to learn
- Adaptability
- Integrity and accountability
- Attention to detail
- Customer-centric mindset
- Continuous Improvement mindset
- Effective at working to deadlines
- Health and safety focus

Impact

Individual Contribution / KPIs

Key measures:

- Health, Safety and Environment
- On time and on budget implementation of changes
- Effectiveness of change
- Impact of change on teams
- Regulatory compliance

Key Contacts

- Logistics Operations teams
- Health & Safety
- Finance team
- Academy and TOD teams
- Strategic Projects Team
- Internal stakeholders (Facilities, Production Operations Teams)
- Bristol Operations teams
- Derrylin / Ballyconnell Operations teams
- IT
- Customers and Hauliers


Decision Making

(Outline the most important recommendations expected to be made for others to decide on)

- Accountable for the timely and on-budget delivery of agreed improvement projects and any decisions that lead to a successful outcome.

Value	Leads Others
Commitment to Customers 	<ul style="list-style-type: none"> ➤ I listen and value input from stakeholders. I am a trusted advisor. ➤ I consider big picture, I identify and communicate risks, challenges and opportunities. ➤ I empower others, together we can meet the needs of customers and the organization.
People Commitment and Development 	<ul style="list-style-type: none"> ➤ I always provide open and honest feedback, team behaviors are values-based. ➤ As a leader, my priority is the success of others, I achieve this by offering regular feedback and development opportunities. ➤ I ensure all of my stakeholders feel safe, included and have an equal opportunity to contribute and succeed.
Sustainability 	<ul style="list-style-type: none"> ➤ I ensure others is conscious of our impact on people and environment, people and safety remain top of my agenda. ➤ I encourage others to embrace positive change. ➤ I role model how to make sustainable choices, and sustainability conscious decisions.
High performance 	<ul style="list-style-type: none"> ➤ My interactions with others are values driven and well planned. I ensure we reflect on lessons learned. ➤ We are accountable for delivering against objectives or targets. I support others through coaching, development and regular feedback. ➤ We face challenges head-on, as a team.
Collaboration 	<ul style="list-style-type: none"> ➤ I adapt my style of communication to get the best out of others and actively seek out a diverse range of perspectives and ideas. ➤ I champion equity, diversity, and inclusion. I challenge inappropriate language or behaviors consistently and respectfully. ➤ I am comfortable with not being the expert, we play to our strengths.
Innovation and continuous improvement 	<ul style="list-style-type: none"> ➤ I create an environment where it is safe to challenge and be curious. ➤ We reflect on performance, I encourage celebration of our successes and always look for improvements. ➤ I am open to change, I communicate the reasons for change, I am transparent about the challenges.

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