

CAREER OPPORTUNITY

JOB TITLE:

Logistics & Inventory Manager



Background

Agilitas IT Solutions Ltd is the leading European innovator of customer driven inventory-as-a-service solutions. Passionate about delivering first class IT services on behalf of our customers, we have been helping the major OEMs, IT resellers and managed service providers extend their service capability and improve service delivery levels to their customers for over 25 years.

We manage spare parts inventories across server, storage and networking technologies and deliver complementing technical services to customers across 41 countries and to over 10,000 locations throughout Europe including cloud services, technical training, technical support, product repair and specialist engineering resource.

Job Purpose

The Logistics / Inventory Manager will have overall responsibility for the day-to-day management of the Logistics and Inventory Controllers. Having a long-term strategy to develop and grow with the business needs. To ensure the integrity of Agilitas and Customer owned stock is maintained during movement/s of both domestic and worldwide shipments. Managing a team of between 5 – 10 people to ensure stock is kept accurate at all times, is the primary function of the role. The control and compliance of stock movements to Customer premises (both Domestic and International) as well as in and out of Forward Stock Locations and Hub's. Involvement in Business Take-on and Customer projects that requires Inventory control and to act as the point of contact for the client. Interaction with ALL logistic partners to ensure they are meeting SLA and contractual obligations, as well as overseeing those costs associated. Responsible for stock audits and counts to capture any discrepancies and follow up any actions to ensure continuous improvements are made. An understanding of all types of export documentation including Commercial Invoices, EUR1's, ATR's, Certificates of Origin, Dangerous Goods Certificates, Known Consignor Certificates, Letters of Credit, etc, to ensure smooth on time delivery of goods. The preparation and submission of export licence applications (SIELS). The recording and monitoring of licence usage to ensure correct compliance with export control regulations. The co-ordination of ECO OGEL audits.

Main Duties & Responsibilities

- Management of the Inventory and Logistics Teams
- Manage AGILITAS Stock inventory
- Manage Customer Stock inventory
- Manage Courier Partners and ensure we are receiving expected Service Levels.
- Compliance for International Exports
- Missing stock investigations
- Identification of Dual Use items and assistance with Commercial Invoices for Export purposes
- When required direct, optimise and co-ordinate the full order cycle
- Liaise and negotiate with service providers.
- Keep track of quality, quantity, stock levels, costs and efficiencies.
- Resolve any complaints expediently.

- Meet costs, productivity, accuracy and timelines targets
 - Maintain metrics and analyse data to assess performance and implement improvements
 - Work closely with the business to solution existing and future customer requirements
 - Assist Logistics Manager as and when required
 - Work closely with and assist the Warehouse Manager as and when required
- This list is not exhaustive and you may be required to undertake any other duties at reasonably required.

Essential Qualifications, Skills & Experience

- International Trade Level 5 qualification
- Ability to motivate and manage a team
- Experience in managing 3rd party couriers for both Domestic an International
- Previous experience in an Inventory role
- Proficient in working with data and ability to create reports
- A clear understanding of ECCN and HS Codes
- Familiar with Cisco Networking Products and the Shipment thereof.
- Ability to prioritise & organise own work in a busy environment
- Accuracy and high attention to detail
- Self-motivated, positive and proactive attitude
- Good written and verbal communication skills
- Able to work as part of a team or independently
- Good organisational/planning skills
- Excellent numeracy skills





Desirable Qualifications, Skills & Experience

- Strong People Management
- Customer centric and ability to build relationships
- Supplier management skills and experience
- Commercial acumen
- Level 3 Customs Practitioner Award
- Diploma in World Customs Compliance & Regulations
- More than 5 years' experience in international trade
- Level 4 Logistics Diploma
- Minimum 3 years' experience being responsible for Logistics Transport within an organisation
- Previous Logistics management experience

- Quarterly and annual awards.
- Invitations to award ceremonies and partner events.
- Dress down Fridays.
- On site parking available.

We are based in Nottingham at Glaisdale Parkway which is situated on the west side of Nottingham located approximately 4 miles to West of the City Centre via the A609 and 4 miles from the M1 with convenient access to junctions 25 and 26. The area is very well connected for public transport with numerous bus routes in close vicinity.

Hours

37.5 hours weekly, 9 am to 5.30 pm with a one hour unpaid lunch break

In Return

As well as being a great place to work with a friendly and helpful team, we offer the following benefits:

- Salary up to £31,000 depending on experience
- Standard 22 days holiday + bank holidays (increasing to 25 days with service).
- Additional ½ day birthday holiday
- Ability to 'earn' an additional 4 days per annum if you win quarterly awards based on the company PRIDE values.
- Cycle to Work Scheme.
- Death in service (2 x salary).
- Access to Medicash Cash Plan – cash back towards everyday healthcare bills and a wide range of other wellbeing benefits, unlimited access to virtual GP, 24/7 employee assistance programme, retail discount scheme.
- Regular away days and social events.