

Vacancy

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| Position | Planner: Kids Apparel and Footwear |
| Position Reports To | Planning Manager |
| Location | Polo Head Office |
| <p>We are looking for professional, highly motivated, action oriented, dynamic, analytical, business savvy, resilient individual who will thrive in a fast-paced environment and is passionate about succeeding. The function is responsible for the planning and executing of the procurement of the correct Polo products to achieve the business goals and objectives of the company. Maximising return on investment, through planning & monitoring sales, margin & inventory in order to increase profitability. Management of markdowns & stock outs, and space constraints in line with the Polo standards.</p> | |
| Key Result Areas: | |
| <ul style="list-style-type: none">• Master stock items seasonally in Axapta.• Validating Seasonal Buy plans, while adhering to Critical Path and timelines.• Negotiate with both local and international suppliers on price and best delivery dates.• Capturing and maintaining Trade Agreement Journals in Axapta.• Calculate Landed Costs on imported goods and setting Wholesale price targets• Compiling seasonal roll-up documents and presenting to corporate office for approval.• Raising purchase orders, preparing for sign off, requesting and preparing payment documentation. Forwarding approved purchase orders to vendors and forwarding agent.• Update on weekly Supplier Shipment reports and communicating any delays in shipments from International and locally produced products.• Provide timeous inbound tracking updates to merchant coordinators with special attention given to Key Accounts Customers to maximise replenishment where possible.• Monitor weekly Sales order processing on brand and early identify potential out of stocks and taking corrective action to ensure fulfilment. Validate open sales vs purchase orders, and run Net Requirements Report to highlight oversells.• Facilitating monthly standstill meetings with Key Account Customers and reconcile actual orders vs commitments• Running weekly Net Requirement Report highlighting stock deficiencies on key stock items based on sales demand.• Support Buyers/Key Accounts managers with relevant information to promote successful sell-in.• Compiling seasonal post seasonal and assortment maps to support Buyer/Key Accounts managers with product development.• Actively responding to Aged stock, by highlighting risk categories and implementing sell through strategies alongside Sales/Key Account managers. | |
| Minimum Skills/Requirements: | |
| <ul style="list-style-type: none">• A Bachelor's degree in Supply chain management or relevant business degree• Computer literate (Excel/MS word/Outlook/Internet)• Minimum 3-to-5 year experience in merchandise / demand planning• Previous experience on an ERP (Enterprise Resource Planning) system and planning module• Analytical skills• Good attention to detail• Deadline oriented• Negotiation skills | |
| <p>Applications for this position close on day the 22nd March 2021 Interested applicants can email a motivational letter and a copy of their cv to lizam@polo.co.za</p> | |
| SUBJECT LINE – PLANNERKAF | |

