

JOB DESCRIPTION

Job Title	Logistic & Quality specialist / Grade : employee
General Definition	
Virbac HU's global strategy ensures the correct management of the stock in an efficient and effective way. It guarantees the consistency of the sales forecasts with the requirements declared to the parent company for production. Optimize the flow of goods in order to maximize customer satisfaction. Ensure GDP principles and provide accurate sales data and dashboards to the management.	

<input type="checkbox"/> Manager	<input checked="" type="checkbox"/> Individual Contributor
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Direction	VB Hungary
Fonction du N+1	Sales & Marketing Manager

Permanent assignments

Area of responsibility 1: Planning of needs (products to sell in Hungary)

Main activities :

- Under the responsibility and validation of Marketing and Sales manager, on the basis of historical / seasonality / commercial actions in place, determines the procurement needs of products on a monthly basis
- Updates sales forecasts in ERP (by providing an excel file or uploading directly in a platform connected with ERP)
- Consistency analysis between sales forecasts and needs generated by Movex, anticipating any problems and proposing corrective actions
- In coordination with the parent company, provides information on returns from out of stock and low stock
- Produces internal reports to evaluate the reliability of the forecasts (forecast accuracy)

Expected results :

Guarantees with excellent planning the minimization of back orders

Area of responsibility 2 : stock control / Logistics (Medimpex)

Main activities :

- Bimonthly monitors the stock level both from a quantitative and qualitative point of view.
- Monthly analyzes slow moving, reporting any critical issues to Management, determines write-down fund in consultation with the Management
- Every semester determines final inventories and the relative calculation of exVirbac's value
- Manages quarterly inventories
- Implements an Automatic invoicing between Medimpex and Virbac
- Mid term : Analyzes performance in terms of return of shipments trying to propose corrective actions in coordination with Medimpex to increase customer service.
- Mid term : provides active support in the development of e-commerce platform and manages the logistic part

Expected results :

Guarantees the monitoring of the stock and the best rotation of the same together with the logistic flows

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Area of responsibility 3 : Quality management
Main activities : <ul style="list-style-type: none">- Cooperation with Medimpex Quality Person on special licences, special procedures (ie vaccines)- Lobbying at Agency level to speed up the procedures- Daily routine : control the label of the products received (discrepancy with MA)- Manage the labelling procedure in cooperation with Medimpex QP : Nutraceuticals products, over labelling- Guarantees traceability of batches in the event of recall- Mid term : manage Customer service - quality issues, after sales service (speed connect)- Mid-term : work on SOP and audit distributors (Medimpex - Gondran) and WS
Expected results : Guarantees the correct fulfillment of Quality procedures regarding logistic
Area of responsibility 4 : CRM Management
Main activities : <ul style="list-style-type: none">- Provides accurate sales data to integrate in C-Care- Provides Sales report and dashboards to the management- Manages accuracy of the customers code and updates the list yearly for each reps- Mid term : becomes C-Care expert (link between HQ & VBHU)
Expected results : Guarantees the accuracy of data provided by the CRM
Profil
Training / Experience required
Veterinarian or Pharmacist or Agricultural engineer with experience in logistic Degree in economics Minimum : 3 years of experience in industry
Skills
Knowledge : <ul style="list-style-type: none">- Understanding of the business and knowledge of commercial policies to optimize the flow of goods.- Good analytical and forecasting skills also through the use of tools for stock management- Knowledge of internal processes and HQ- Good knowledge of Quality procedures regarding logistic and good distribution practice- Skills in IT and ability to understand business procedures and related data management- Languages : Fluent in English Behaviorals : <ul style="list-style-type: none">- Analyse problems and situations- Demonstrate the ability to anticipate and plan- Demonstrate customer focus- Demonstrate team work and develop cross-functional collaboration- Demonstrate ability to learn and develop- Adapt to change

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Dates and signatures

Employee's name		Name of N+1	
Date	Employee's signature	Date	Signature of N+1