

Position Description

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| Job Title: Supply Support Manager (AOR) |
| Department/Program: AOR Program |
| Reporting To: AOR Program Director & Supply Chain Manager |
| Location: Garden Island, Sydney |
| Level/Salary Range: LR3/4 |
| Level: Manager |

SUMMARY OF POSITION

The AOR Supply Support Manager is responsible in ensuring all our contractual supply chain obligations are delivered efficiently by driving effective outcomes that compliments and respects the internal and external environment.

DUTIES AND RESPONSIBILITIES

- Develop and maintain local operating procedures that support the Supply Support Plan for the AOR
- Maintain and report on all supply chain related KPI’s as well as data to the Commonwealth either as part of the Combined Services Summary Report or in response to Commonwealth requests for information.
- Support the AOR Program Director by providing input to the Combined Services Summary Report
- Development, delivery and maintenance of an Inventory Investment Plan including the update and delivery of a revised budget and associated Contract Change Proposal (CCP) to the Inventory Investment Plan
- Ensuring AOR supply staff are maintaining and transacting effectively in the mandated ERP systems
- Identify, record and manage all AOR supply chain risks
- Promote continuous improvement initiatives
- Provision of routine supply chain services, procurement services, stock assessment, codification and cataloguing services
- Engage and monitor procurement activities within the AOR
- Management of stocktaking by way of cycle counting as required
- Supply chain efficiencies identified and implemented must be quantified and reported
- Identify and promote Australian Industry Capability within the program
- Provide input and support related stakeholders in obsolescence management
- Management of the inventory budget

QUALIFICATIONS AND POSITION REQUIREMENTS

- Experience:**
- Degree qualified in Supply Chain or related discipline
 - Proven skills and experience in a Defence and Commercial environment
 - A minimum of 5 years’ experience as a supply chain professional

- Extensive experience in supply support activities, including management and coordination of any subcontractors involved in the achievement of Supply Support requirements
- Acquisition and/or Sustainment program experience (ASDEFCON)
- Demonstrated ability to operate autonomously using initiative, sound reasoning, listening and decision making skills
- Demonstrated ability to understand and deliver within complex internal and external environments
- Australian Citizenship holding or eligible for an Australian Government Security Vetting Agency (AGSVA) Defence Security Clearance to a minimum of Baseline

COMPETENCIES

- Technical:**
- Demonstrated knowledge of Defence Supply Chains
 - Significant experience in managing and understanding the value chain in end to end supply chain
 - Sound knowledge of ERP systems
 - Working knowledge of supply data
- Management:**
- Demonstrated ability to manage complex environments
 - Ability to work independently and communicate with stakeholders
- Behavioral:**
- Demonstrate behaviours that promote positive team morale
 - Demonstrate Navantia values at all times and encourage others to do so
 - Develops relationships based on trust and support
- Leadership:**
- Lead people to promote a positive culture that promotes high performance
 - Leads change with energy and enthusiasm
- Security:**
- Ability to gain baseline / NV1 as a minimum
- Pre-employment Medical / Background Checks**
- Reference Checks, Employment Verification Check, AFP Police Check, Qualification Check

APPROVED

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| Approved by: Managing Director - Alfonso Garcia Valdes | Signature / Date: |
| Approved by: Human Resources - James Cowie | Signature / Date: |