

## Materials Controller

The Tofoo Co are starting a tofu revolution – one delicious, healthy meal at a time.

The Tofoo Co have happy and engaged staff where the belief is quality beats quantity. This extremely exciting entrepreneurial business make tofu but not any old tofu the real stuff– natural, sustainable, organic and traditional made by hand and packed in Yorkshire. It's non GM, gluten, dairy, wheat and yeast free, low in calories, zero cholesterol and a great source of protein – what's not to love!

Privately owned by passionate people with a long history working in the UK Food industry, The Tofoo Co plan to change the way we eat helping us all to make better choices without compromising on taste. With a clear vision, most major retailers on board and a growing loyal customer following the Tofoo Co will make a difference to how we shop, cook and eat. With the 'Meat Free' market exploding, with an estimated market worth over £500 million in 2020 it is rapidly gaining pace and importance.

The Tofoo Co in just 5 years has become the UK market leader in tofu & turnover has increased from £600k to £15 million and now employs more than 100 people. They have the ambition to treble turnover in the next 10 years.

### **About the role:**

#### **Key accountabilities**

- Ensure replenishment and stock management of all materials/sundries required to run the business is performed efficiently (in appropriate level, ontime and in full)

#### **Key responsibilities**

- Replenishment and stock management of all raw materials and miscellaneous items
- Call off from contractual agreements and management of print runs
- Work with the warehouse to manage stock and re order packaging, ingredients & consumables
- Identify areas of improvement within role and wider business functions
- Own Non Conformance reporting
- Creating BOMs and amending changes when needed
- Creating reports for Management Team – stock levels, values, variances, etc.
- Working with suppliers by sending VMI file or forecasts in weekly basis
- Maintain accuracy of Purchase Orders within SAP
- Checking invoices regarding POs – received quantities and prices

#### **Key performance indicators**

- Ensure material demand is maintained at all times
- Reduce stock position JIT
- Maintain MRP system and SAP

## Skills Required

- Understanding of demand management processes
- Analytical skills / Good Excel ability
- Good communicator at all levels
- Integrity & sound judgment under pressure
- Fantastic attention to detail
- Experience of working to tight deadlines and change projects

## Partnership Charter commitments

### *I commit to:*

- Listening, learning and being involved during my induction.
- Working to clearly defined standards.
- Taking ownership of my own personal development.
- Complying with safety requirements.
- Participating and offering solutions rather than problems.
- Preparing for and attending my 1-2-1 meetings.
- Behaving in line with The Tofoo Company values and behaviours.

Competitive salary.

Job Types: Full-time, Permanent

Salary: Up to £28,000.00 per year

Additional pay:

- Yearly bonus

Schedule:

- 8 hour shift
- Day shift

Experience:

- Purchasing: 1 year (preferred)