



Job description: Associate

Reporting to: Consulting Services Director

Position overview

As an Associate, you will work for yourself but be part of our bank of Associates, taking on adhoc projects on a case by case basis. You will be responsible for providing guidance and support to clients in optimising their supply chain processes. Your role will involve analysing data, and developing solutions as per customer briefs and terms of reference. Your pragmatic and practical approach to problem-solving and customer engagement will be crucial to the development of the team's continued success

Key responsibilities

1. Client engagement

- Work closely with clients to understand their business needs and challenges.
- Conduct thorough assessments of existing data, supply chain processes and systems.
- Collaborate with clients to define project objectives and deliverables.

2. Analysis and strategy

- Analyse data and performance metrics to identify opportunities for improvement and to answer the client's scope of work.
- Support the development of comprehensive supply chain solutions tailored to clients' specific requirements.
- Provide insights and recommendations for process optimisation and cost reduction.

3. Solutions design

- Provide input into practical and pragmatic solutions to meet customer requirements
- Design and implement customised supply chain solutions using the appropriate tools and techniques.
- Understand and utilise new technologies and tools.
- Collaborate with internal teams and external vendors to ensure successful implementation.

4. Team collaboration

- Collaborate with cross-functional teams, including finance, systems, and other consultants, to ensure seamless project execution.
- Facilitate knowledge sharing and best practices within the consulting team.

5. Supply chain diagnostic & solutions

- Conduct thorough diagnostics of clients' existing supply chain processes and identify areas for improvement.
- Help propose and implement effective solutions to address identified supply chain challenges.

Skills matrix: consulting – key services

Skills	Proficiency Level	Comments
Strategic insight & research	Basic	Ability to develop and execute strategic plans for supply chain optimisation.
Automation & mechanisation	Basic	Familiarity with automation technologies and their application in supply chain processes.
Network strategy	Basic	Experience in designing and optimising supply chain networks.
Facility design	Basic	Experience in designing and optimising Warehousing facilities, yards, and offices.
Operations improvement	Basic	Being able to review and assess existing operations using data and experience to highlight areas for investigation, challenge, and potential improvement
Benchmarking & audit	Basic	Understand what data is available where to obtain and how to playback
Project implementation	Basic	Experience in all aspects of Project management process, terminology, and application
Inventory management	Basic	Familiarity with all standard Inventory terms, processes and impacts
Transport design	Basic	Experience in designing and optimising Transport operations and fleet design
Supply chain systems	Basic	Familiarity with all aspects of supply systems including WMS / TMS / WCS and their application in relevant processes.
Outsourcing & RFP management	Basic	Be able to run an outsourcing process for customers from document preparation, through a review process and award

Qualifications and experience

Bachelor's degree or relevant supply chain experience.

Experience	Proficiency Level	Comments
Influencing	Basic	Ability to influence Internally and Externally at all levels and relevant to the situation
Listening	Basic	Be able to adapt listening and responses to customers and colleagues
Critical thinking	Basic	Proven capabilities in being able to use cognitive processes when analysing, evaluating, and synthesising information to form reasoned judgments or decisions
Emotional intelligence	Basic	Ability to recognise, understand, manage, and effectively express one's own emotions, as well as to perceive, interpret, and respond to the emotions of others in a socially appropriate and empathetic manner

Industry knowledge: Awareness/willingness to learn about the supply chain industry, including best practices, emerging trends, and technological advancements.

Certifications: Working towards relevant certifications in supply chain management, such as Certified Supply Chain Professional (CSCP) or similar, are highly desirable.

Financial awareness: Understand the basic principles of financial modelling for supply chain operations and capital expenditure.

Technology skills: Willingness to learn and become an SME using supply chain management software and technologies. Familiarity with data analytics tools for supply chain diagnostics.

Communication skills: Good written and verbal communication skills, including the ability to articulate complex concepts to technical and non-technical audiences.

Problem-solving skills: Analytical and problem-solving skills, with the ability to think critically and make sound decisions.

Strategic thinking: An evolving strategic mindset with the ability to envision long-term goals and translate them into actionable plans.

Client focus: Customer-centric approach with a focus on understanding and meeting client needs.

Adaptability: Ability to adapt to a dynamic and evolving business environment.



Collaboration: Ability to collaborate effectively with internal teams, clients, and external partners.

This detailed job description and skills matrix will serve as a comprehensive guide for future performance reviews, helping to assess the consultant's achievements, skills development, and contributions to the success of the Supply Chain consulting business.

Signed by the candidate:

Name:

Date:

Signed on behalf of the company:

Name:

Job title:

Date:



Person specification

Behavioural competencies

- Determination and can-do attitude providing solutions and suggestions.
- Flexibility in approach. The ability to embrace that change and be positive is important.
- To be part of a business who work hard but enjoys doing so.
- Opportunities to take on more and develop knowledge of an exciting sector.
- Ambitious
- To be challenged and be positively challenging
- Quick learner of new systems
- Loves to engage and take the team with them on a journey – involve and influence.
- Passionate and driven to succeed – self-starter
- Proactive and highly motivated
- Drive, resilience, and enthusiasm - Focused upon results; remains positive and retains forward momentum, and times; hard-working and committed.
- Customer and supplier focus - Committed to understanding and exceeding the expectations of customers, both internal and external
- Communicating and influencing - A good two-way communicator; first-class verbal and written presentation skills
- Personable with a sense of humour; ability to work with and charm all stakeholders
- Able to use a range of influencing techniques and be creative with different types of personalities.
- Problem-solving and decision-making - Analyses issues and breaks them down into their component parts; identifies potential solutions and systematically evaluates them.
- Good attention to detail, excellent numerical skills, ability to multitask and prioritise under pressure
- Building effective relationships - uses interpersonal skills to build and maintain effective relationships inside and outside the business. Understands team dynamics; encourages collaborative working across internal and external boundaries; can manage upwards.

Visku – Visionary thinking. Proven expertise.

Unlocking the power of business supply chains.



Values & culture

<p>Progressive <i>yet</i> Pragmatic</p>	<p>We're the people reimagining supply chains. We uncover new and visionary approaches that challenge convention.</p> <p><i>yet</i></p> <p>We're grounded in the real world where every idea is practical and deliverable.</p>
<p>Curious <i>yet</i> Rigorous</p>	<p>We're always looking for opportunities and insights in partnership with our customers – anything that unlocks their potential.</p> <p><i>yet</i></p> <p>We do everything with consideration and rigour. We work tirelessly to get the detail right, whether it's for huge change or marginal gain.</p>
<p>Energised <i>yet</i> Dependable</p>	<p>We have a passionate and energetic way of working that drives results.</p> <p><i>yet</i></p> <p>We focus on delivery with consistency and integrity, making us relentlessly reliable and trusted.</p>