



# Job Description

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**Job Title**

Zambia - Brewery Logistics Manager  
(Lusaka)

**Job Location**

Lusaka

**Category**

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**Job Type**

Full Time

**Job level**

Manager

**Industry**

Alcoholic Beverages

**Open to Expatriates**

Open to Expatriates & Local Nationals

## Minimum Requirements

**Min Budget**

-

**Max Budget**

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**Primary Industry**

Alcoholic Beverages: 3 Years

**Secondary Industry**

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**Primary Category**

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**Secondary Category**

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**Certificate**

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**Qualification**

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## Summary

The Brewery Logistics Manager will manage the Brewery Distribution, Inventory and Warehousing function so that customer service levels can be optimized and that benchmarked productivity standards are met. Implement standard operating processes in line with VPO standards. Manage VLC, ZBB and FLC budgets in line with annual flexed targets.

## Responsibilities

### Safety

- Ensures a safe and healthy working environment for internal and external stakeholders
- Ensures that legislative requirements are met in line with the Section 16.2 appointee requirements
- Maintains a robust system of SIO generation and close out
- Quarterly Safety reviews are conducted with the RLM, Brewery and RSD to identify risk trends and mitigation plans Completes an annual risk review of internal and external processes, identifying relevant mitigation plans and implementing them.

### Quality

- Ensures that logistics teams adhere to Quality guidelines specified by the Zone so that customers receive stock as per ABInBev Quality guidelines
- Adheres to Zone blocking mechanisms to ensure that blocked stock is at no time a risk to our stakeholders
- Manages DOC & stock age for finished goods inventories in order to proactively identify opportunities or alleviate write off risks with functional peers in Planning, Manufacturing and Commercial VPO
- Ensures that Daily, Weekly and Monthly Meeting routines are adhered to in line with mandatory VPO guidelines (OWD's, SCL, MCL, Mandatorily meetings)
- Conducts the Daily Logistics Meeting as per the specified TOR's listed in the VPO framework
- Ensures that Processes are standardized via SOP's and work standards are monitored and improved upon using Operational Work Diagnoses (OWD's) Tracks KPI's on a daily, weekly and monthly
- basis in line with VPO Terms of Reference. Ensures that appropriate problem solving tools are applied for out of range KPI's in line with VPO methodology

### Continuous Improvement

- Fosters a culture of continuous improvement by ensuring that routines and process are aligned to best in class standards through effective benchmarking
- Engages with HRBP and ensures that the Training Needs Analysis (TNA) document is maintained in line with operational

requirements for staff development

- Ensures that TNA weekly and Monthly training schedules are adhered to.
- Drives a problem solving culture through the use of VPO Problem solving tools (e.g. 5 Why, Abnormality Reports, OWD's, GAPA, PDCA, ITF) from Shopfloor to senior management

## IR

- Maintains a healthy IR climate by conducting documented monthly engagements with Union representatives
- Ensure that the Shopfloor is aligned in terms of goals and meeting routines to drive continuous improvement
- Ensures that Monthly One on Ones are conducted in line with the target review process
- Maintains a healthy IR climate with Partners (Owner Drivers, Temp Labour, Outsourced Services) through documented SLA Meetings
- Communication channels are open to relevant stakeholders via Monthly All Employee meetings

## Governance

- Ensures that internal compliance controls are adhered to in terms of Vendor payments, SOX and CSA controls.
- Ensures that management teams are trained on the Code of Business Conduct and strict adherence is in place. Effective use of the Compliance Channel is maintained

## VPO/ DPO

- Ensures that Daily, Weekly and Monthly routines are adhered to in line with mandatory VPO guidelines
- 5S routines and improvement exercises are conducted on a weekly and monthly basis to uphold Brewery housekeeping standards
- Annual Business Descriptions are developed per functional area, taking into account SWOT Analysis and key business imperatives.

## Service Level

- Maintains a healthy relationship with T1 carriers to ensure Brewery throughput is maintained.
- Maintains interactions with T1 and FGCP to identify opportunities for glass reverse logistics back to the brewery.
- Engages with Packaging and Brewery planning around glass availability and Sales requirements to support Service Level.
- Ensures there is strict adherence to Inventory Policy within Warehouse.
- Manages Service Level Agreements (SLA) on a weekly basis with Fleet, Quality and T1 functions
- Escalates relevant MBFU policy transgressions and takes appropriate actions to mitigate packaging downtime
- Manages weekly SLA with Sales with clearly documented information on Sizing, Sales Forecast and Potential Stock write offs. Performance measures to be shared weekly include Refusals performance, Sales Curve index, OODD, Drop size and OOS constraint
- Ensures that internal SLA agreements between Customer Service and Logistics are maintained

## Budgets

- Drives a strict adherence to flexed budgets with the Delivery and Warehouse management teams.
- Ensures that accountability is aligned to package owners
- Assumes overall accountability for Brewery Logistics Spend.
- Ensures that Management teams conduct sizing on a weekly and monthly basis in line with the Sales plan. Sizing risks are identified and relevant actions taken to mitigate.
- Accounts for over/underspends on a weekly and monthly basis dependent on the GL Frequency.

## Education & Qualifications

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- Degree in Logistics or any other related field

## Requirements

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- Minimum 6 years experience including Management, Logistics, Distribution/Warehousing and Finance

## Characteristics

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- Familiar with local market environments
- Credibility within the business
- Knowledge of all relevant legislative requirements

- Knowledge of customer service principles
- Good interpersonal skills / builds good relationships
- Superior planning ability
- Ability to work under pressure
- Good verbal and communication skills
- Good self-management principles
- Ability to adapt to and implement change effectively
- Excellent coaching capability
- Strives for continuous improvement
- Demonstrates leadership skills
- Good decision making ability
- Excellent numerical ability
- Good analytical ability

## Driving Licence

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Not Required

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