



Stock Control Manager

West Midlands

£39,000

The purpose of this role is the management of stock levels of accepted waste at the facility which also includes; approving incoming loads to ensure sufficient storage capacity; managing the onsite Stock Sheet, and ensuring outgoing waste dispatches are properly listed; additionally, the role oversees the daily activities of the Stock Control Administrator and the Stock Control Chemist, and manages, develops, and expands supplier relationships to maximise profitability for the Group. Some of your responsibilities will be but not limited to; Ensure authorisation for waste bookings to allow appropriate storage in accordance with Sector Guidance Note 5.06, the site's Environmental Permit, HSG51, and HSG71; Conduct physical counts of stored pallets every week to maintain stock at <75% capacity and ensure no stock exceeds six months from the date of acceptance; Oversee sampling of accepted waste for internal laboratory analysis or supplier confirmation; Ensure pre-acceptance and post-acceptance samples are transported daily; Provide outgoing disposal lists for transcription onto the DBR system by the Stock Control Administrator; Foster strong relationships with suppliers to secure the best disposal rates; Work with the Group Health and Safety Manager to gather supplier information for duty of care, including Site Permits and Exemptions; Generate IPOs as per procedures and seek necessary approvals, ensuring gross Margin Analysis is completed for each outgoing load to determine revenue and supplier costs; Maintain the IPO tracker and ensure all IPOs are receipted; Compile KPIs to monitor supplier expenditure; Provide feedback to the Technical Department on problematic waste for disposal; Coordinate with the Logistics Team to confirm transport disposal dates and cancellation of outgoing loads, maximising fleet utilisation; Ensure accompanying paperwork for dispatches of Hazardous/Non-Hazardous Waste is completed correctly and filed by the Stock Control Administrator; Ensure outgoing loads are safe for transport and comply with ADR; Promote a positive Health and Safety environment, reporting near misses, and address potential Health and Safety concerns promptly; Perform HR duties, including managing holidays and absences to ensure adequate staffing of the Stock Control team; Compile a monthly stock liability report by completing a site-wide stock check; Lead, develop, and strengthen the team, maximising individual performance through communication, motivation, and regular performance reviews; Manage performance issues using a consultative approach initially, with formal processes if no improvement is made; Report incidents, observations, and concerns through an escalation process, identify solutions, and take action as per Company policy. In order to be considered for the role you will have a HNC or Degree Level Qualification in Chemistry; IOSH Managing Safety; Knowledge of Haz waste 3+ years; Computer Literate.

For full details, please email a copy of your CV to rebecca@candovergreen.com quoting job ref: RB2747



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