

Brands at TPS Reporting Executive

Basic Job Information

Job Title	Brands at TPS Reporting Executive
Brand/Function	One Aftersales
Department	Aftersales Intelligence
Job Grade	C/C1
Location	Blakelands
Role Reports to	Reporting and Insight Manager
Direct Reports	0
Budget Accountability	No

Job Purpose

To ensure that the Parts Operation and Supply Chain (including the Central Warehouse and TPS Centres) have the optimum reporting solutions, insight and analytics in place to enable optimised sales of non-genuine parts.

Key Areas of Responsibility

- Design and develop all reporting requirements, including management reporting, taking into consideration existing reporting structures and processes. Working seamlessly with the One Aftersales Group Parts Operations and the Intelligence team.
- Provide regular reporting to key stakeholders to enable them to perform their roles. Metrics including, but not limited to, track key product and financial performance metrics for non-genuine parts.
- Active development and maintenance of technical solutions in the business BI tools, including QlikView and PowerBI.
- Utilise the reporting suite and all other relevant data to analyse performance across all sales channels
- Identify trends, issues and opportunities from this analysis and work in collaboration with the project team and key stakeholders to propose possible corrective actions
- Play a key part in internal sales performance meetings, by preparing the necessary hard data but also the relevant analysis of this data and its effective presentation to highlight key messages
- Ensure that the reporting is effective and constantly improving through working with key stakeholders across One Aftersales to develop reports and analysis
- Co-ordination of sales data and analysis for the TPS network, Investor meetings and Kassel.
- Support and take an active role in business and process improvement through technology, ways of working, rules of engagement and business needs relating to business transformation project.

Compliance Responsibility

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Working Relationships

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| <ul style="list-style-type: none"> • One Aftersales Intelligence Team • TPS Parts Performance Manager • Project Lead and wider project team, as applicable • One Aftersales Management Team and their individual teams – such as Product Management, Parts Pricing etc. • Wider Parts Operations team and the TPS network • Parts Supply Chain and their contract providers for warehousing, logistics and inventory management • All suppliers of non-genuine parts and accessories in the UK • Brand Controller |
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Skills

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| <ul style="list-style-type: none"> • Ability to find creative solutions to complex problems • Flexibility to adapt to sudden and demanding requests • Excellent attention to detail and analytical skills • Competent & comfortable analysing financial data • The ability to interpret, translate and present complex data in a format suitable to the audience. • Stakeholder management |
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Experience

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| <ul style="list-style-type: none"> • Experience of building reports in excel • Experience of building reports in Qlikview and/or PowerBI |
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Qualifications

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Career Pathways

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| <ul style="list-style-type: none"> • Sales Planning Manager • TPS Parts Performance Manager • Reporting Manager |
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Version Control

Date	Version No.	Reviewed by	Comments/Action
From 2021 onwards document version control is controlled via SharePoint, the latest version of this document will be held on the intranet and therefore this document is uncontrolled if printed.			