

Forecasting Analyst

Core information

Location: Bracknell with blended working	Lines of business or shared capability area: Waitrose
Reports to: Forecasting Manager	
People Management: No	
Assignment Management: No	
Partnership Level: Partnership level 7	Manager's Partnership level: Partnership level 6
Number of direct reports: N/A	Partnership level(s) of direct reports: None

About the John Lewis Partnership

The Partnership is the UK's largest employee-owned business and home to our two well-loved retail brands – John Lewis and Waitrose, as well as expanding into new areas beyond retail. We aren't an ordinary business, though. The Partnership is different because everyone who works here isn't just an employee. We are Partners, with a shared responsibility for our success, and we share the rewards when we're successful.

Everything we do is powered by our unique Purpose: **Working in Partnership for a happier world.** Our Purpose inspires our principles, drives our decisions and acts as our guide, so that everything we do contributes to Happier People, Happier Business and a Happier World.

In your role you will have the opportunity to develop and stretch personally and professionally to achieve your potential. The Partnership supports agile and flexible working practices, such as when, where and how we work.

We have several different ways to work flexibly, including part-time, flexible or compressed hours, and job sharing. Head office areas also support a blended working approach. We celebrate diversity and inclusion in the John Lewis Partnership and we are committed to becoming the UK's most inclusive business, reflecting and connecting with the diverse communities that we serve.

Critical purpose of the role

Create demand forecasts through detailed data analysis at item-location level which are the foundation for all end to end supply chain planning, stock ordering and replenishment activity, in order to ensure the successful delivery of the Operational and Trading plans. Serving as a key contributor to the Sales & Operations Planning (S&OP) cadence, delivering high-integrity demand forecast inputs that align commercial strategy with supply chain, logistic, and supplier capabilities

Influence and optimise planning decisions within cross-functional teams (spanning Commercial, Supply Chain, Planning, and Distribution) for both BAU category performance and promotional trading events, by leveraging data insights, exception modeling, and strategic direction

Refine and optimise demand forecasts by continually analysing, interpreting and improving forecast data at item-location level using machine learning data planning platforms and play a full part in the End to End Stock and Supply Chain Directorate, supporting Partnership Missions, Touchpoints, and cross-functional priorities as required

Primary Outcomes & Accountabilities • Acting in accordance with the Partnership's purpose and democratic principles, constructively participating in co-ownership, and demonstrating to customers and each other that it is a better way of doing business. • Share your knowledge, experiences, ideas and opinion to improve the Partnership, speaking honestly and frequently. • Investing in your personal and professional development to achieve your potential, continuously engage with and actively contribute to your line of business • Support Business Diversity & Inclusion (D&I) initiatives and foster a solution-focused, collaborative team environment Demand Forecast Optimisation • Analysing complex data sets using data mining tools to predict outcomes by finding anomalies, patterns and correlations within large data sets • Drive systematic optimisation within enterprise demand planning tools (Luminate Demand Edge) to maximise forecast quality and minimise unnecessary manual overrides • Deliver robust demand forecast inputs to support the Sales & Operations Planning (S&OP) process, ensuring alignment across Commercial, Supply Chain, and Supplier plans • Taking ownership of own individual forecast accuracy, undertaking detailed analysis where needed to optimise future forecasts • Identify and validate relevant and new data sources and inputs, both within the Partnership and externally e.g. customer plans, trading plans, weather, seasonal events, local events • Taking decisive action in response to changes in trading conditions, using data, sound judgement and knowledge of the category, to optimise outcomes • Interpreting the business objectives of each Category Proposition Groups and using this information to analyse, interpret and continually improve demand forecasts. Have a detailed knowledge of life cycle activity in relation to new items, mid life changes, and end of life to incorporate into all forecasts ensuring optimal balance of availability and wastage • Influencing and optimising planning decisions within the Category Proposition Group by providing insight, analysis and direction, for example through scenario modelling • Create robust forecasting models and	Measures of success Direct: • S&OP & Demand Forecast Accuracy: Delivering high-accuracy item-location forecasts against established business S&OP KPI targets. • Availability: On-Shelf Availability (OSA dotcom measure) and Within-Day Availability (WiDA). • Wastage Reduction: Minimising destroyed stock and retail price markdowns. • Stockholding & Working Capital: Optimising inventory levels, stock days cover, and holding costs. • Process Execution & Adherence: Adhering to SOPs, automating DILO bottlenecks, and reducing manual overrides in LDE. • Governance & Compliance: Zero breaches of data compliance (GDPR) or GSCOP regulations. Indirect: • Customer Service excellence and operational supply chain cost control. • Sales growth, margin protection, and positive cross-functional stakeholder feedback within Pods.
--	--

optimise demand forecasts for events; national and local (e.g. Christmas and Wimbledon) and conduct post-event reviews to capture actionable learnings

- Ensuring the timely delivery of short, medium and long term demand forecasts to enable seamless end-to-end supply chain operational execution
- Maintain demand history accuracy through routine data cleansing and validation
- Identify opportunities for continuous improvement by creating and updating Standard Operating Procedures (SOPs) and Best Practice guides, automating workflow bottlenecks to eliminate manual effort

Stakeholder Management

- Work operationally with Commercial, Planning, and Distribution partners within Pods to ensure category priorities align with end-to-end supply chain capacity.
- Act as the primary forecasting voice in S&OP cross-functional forums, presenting complex technical data and 'so what' insights to non-technical stakeholders.
- Build credibility and influence for the forecasting team to drive evidence-based trading and supply planning decisions.
- Mentor and informally coach team members and operational partners on data literacy to build capability across the business.
- Ensure full compliance with data governance, data protection (GDPR), and regulatory standards including the Groceries Supply Code of Practice (GSCOP)
- Proactive engagement with retail facing forecast analyst and other relevant stakeholders to ensure awareness of upcoming new store/refurbs are incorporated into optimised forecasts

Skills

- Data-Driven Decision Making & Advanced Analytical Capability
- Sales & Operations Planning (S&OP) Integration & Alignment
- Enterprise Demand Forecasting & System Optimisation (Luminate Demand Edge)
- Data Visualisation & Analytics Querying (Tableau, Snowflake)
- Stakeholder Engagement, Collaboration & Cross-Functional Influence
- Outcome Focus & Exception-Based Management
- Technical Data Translation & Data Literacy Coaching
- Process Automation & Workflow Simplification

Qualifications & Experience (where applicable)

Essential:

- Proven experience in item-location demand forecasting utilising large datasets within retail, FMCG, or complex supply chain environments.

- ### Desirable:

- (Note: Some weekend working or operational on-call support may be required.)

[illegible]