



Steve Hardaker Areas of Responsibility and Supervisor

VM3COP02 Organisation chart

VM3COP02 Organisation Complete Overview

Main Catagory	Supervisor	Responsibilities Members
UK Sales Controller	Sales Controller <u>Steve Nixon</u>	<u>Responsibilities</u> <u>Steve Hardaker</u>
UK Sales Force	UK Sales Controller <u>Steve Hardaker</u>	<u>Responsibilities</u> <u>Steve Hardaker</u>
Vet Sales UK	Vet Sales Controller <u>Steve Nixon</u>	<u>Responsibilities</u> <u>Steve Hardaker</u>
Customer Training	Sales Controller <u>Steve Nixon</u>	<u>Responsibilities</u> <u>Ryan Swaine</u> <u>Steve Hardaker</u>

Tasks Steve Hardaker Directly Allocated

#	Task Subject	Time Scale	On behalf of	Outstanding	Next Due	Create Issue
<u>384</u>	UK Sales report due	Every 1 Months	UK Sales Controller		01 Jul 2022	
<u>384</u>	UK Sales report due	Every 1 Months	UK Sales Controller		01 Jul 2022	
<u>57</u>	Sales forecasts	Every 1 Months	UK Sales Controller	1	14 Jun 2022	
<u>292</u>	Check Sale or Returns	Every 1 Months	UK Sales Force	1	04 Jul 2022	
<u>1091</u>	Proforma And Quote Chasing - Steve H UK	Every 1 Months	UK Sales Force		06 Jul 2022	

Audits Steve Hardaker Directly Allocated

#	Task Subject	Time Scale	On Behalf of	Outstanding	Next Due	Create Issue
<u>945</u>	Contract Pricing Review	Every 3 Months	UK Sales Controller		18 Aug 2022	
<u>234</u>	Check the Service	Every 1	Office	2	26 Jun	

visit logs	Months	Processes	2022
<u>550</u> Ensure SORs Are Followed Up	Every 1 Months	Office Processes	1 02 Jul 2022