***One of India’s leading producers of fertilizers and industrial chemicals,***

We are transforming our business through focus on Collaboration beyond boundaries, Relentless Focus on Results, Innovation, and unflinching commitment to deliverables and promises.

We are looking for individuals who enjoy working outside their comfort zone and are ready to accept challenges. We believe in achieving excellence in whatever we do. For this we provide a great degree of support through a combination of best of the systems & processes, employees’ capability building and their well-being.

We also place a considerable weightage to individuals who are proactive & self-motivated and have good inter-personal & social skills and have the ability to work in teams.

**JOB DESCRIPTION**

*Designation: Manager/ Sr. Manager -Electrical Function:* Engineering

 *Location: K1, Taloja Sector: Manufacturing*

*Purpose of the Job:* Day to day monitoring and maintenance of electrical systems in the allocated plant as per scheduled PMS / instructions in a timely manner and take / suggest corrective / preventive actions with all EHS and legal compliances to ensure smooth functioning of plants.

**Overview/ Responsibilities: As a Manager/Sr. Manager - Electrical Maintenance, you will be expected to:**

|  |  |
| --- | --- |
| ***Key Accountabilities for the position*** | ***Major Tasks for the position*** |
| Execution of Maintenance Jobs | * + Arrangement for equipment’s isolation.
	+ Issue of required Spares.
	+ Allocation of Manpower and approval of leave ensuring smooth handling of the maintenance jobs.
	+ Supervision of maintenance jobs. Usage of proper tools and tackles.
	+ Coordination with other groups for job execution along with Team management skills.
	+ Assistance in Planning of Predictive, Preventive and Routine maintenance.
	+ Assistance in Planning of Shutdown Maintenance.
	+ Planning of resources for the day to day activities.
	+ Assistance in planning of annual Budget.
	+ Maintenance of Ammonia Fire pump house/Admin/Link building /stores / canteen/OHC/security buildings.

Assistance in tech. specs generation for selection and finalization of ARC contractors for 100kv substation, day to day maintenance, refrigeration system, UPS system, DG sets. |
| * + Operations and Systems
 | * + Section wise load monitoring, energy consumption analysis / records maintenance.
	+ Monitoring of k-8 plant power consumption reading for internal billing.
	+ Monitoring of Ammonia fire pump House/Admin/Link building / stores/canteen/OHC/security buildings power consumption reading for internal billing.
	+ Daily rounds to plants for health monitoring of the systems/instruments and taking corrective actions as and when required.
	+ Assistance in troubleshooting of jobs & Execution of AMCs activities as per schedule
	+ Checking and Ensuring of spares and status of reordering
	+ Assisting for external agency coordination.
	+ Implement Safe work practices like cold work/Hot work/excavation and work at height.
	+ Preparation & Implementation of SOP’s
	+ Plant and substation rounds, checking / comparing parameters, corrective action for deviation, log sheet / check sheets / logbook maintenance
	+ Health monitoring of sectional equipment’s.
	+ Thorough knowledge of EHS , QMS systems
	+ Responding to plant problems 24 X 7 days.
	+ Execution of failure analysis recommendations to avoid recurrence
	+ Inspection of materials.
 |
| * + Cost consciousness.
 | * Identify obsolete item.
* Timely replacement of electrical parts to avoid breakdowns.
	+ Correct knowledge and availability of spares.Generation of PR & SES.
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| * People : Training and development
 | * Knowledge sharing with technicians and developing them.
* Nominations for internal & external training.

On job and EHS training to technicians and contract employees before job execution. |
| ***Educational Qualifications*** | ***Total years of experience*** |
| * B.E. / B. Tech – Electrical Engineering
 | 4 -8 years of Electrical operation & maintenance of continuous process plant (Refinery / petrochemical / fertilizer / chemical Industry.) |  |
| ***Technical /Functional Expertise:***  |
| * Skills in fault diagnosis and rectification of routine electrical problems in plant and electrical

Distribution system.* Technical skills for cost effective and quality repairs/ of electrical equipment and to monitor

Effectiveness of Catholics Protection System of NG pipeline. * Skills to plan electrical jobs systematically with proper job prioritization and job coordination.
* Interpersonal skills.
* People management skills.
* Competence in working in SAP system.
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