



*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.

Basic Details	
Job Title	Manager Technical Services
Job Grade/ Level	M10
Function	Operations
Business Sector	Manufacturing
Location	Srikakulam

### **JOB DESCRIPTION**

*Designation: Manager*

*Function: Technical Services*

*Location: Srikakulam*

*Sector: Manufacturing*

#### **Job Purpose:**

- Summarizes the main points of the job description which may include key responsibilities, functions, and duties
- Job Purpose is the prime objective for which the Job holder is responsible for. It is directly controlled by the Job holder
- Should contain 1 - 3 key points

- *Purpose of the Job:* Design and evaluate energy conservation and productivity improvement schemes for allocated plant
- Detail engineering for implementation of Schemes
- To assist to the operating Team for Optimum utilization of resources to achieve the plan production and specific consumption within budgeted norms.
- Complex energy audits.
- To provide technical support to operation & support services for troubleshooting, de-bottlenecking & EHSQ at Benchmark level.
- Acting as inter phase between Projects & Operation for new Projects at site.
- Confirming data accuracy for all statutory applications, for the full site.

***"We believe together we can achieve excellence! "***



**Overview/ Responsibilities: As a Manager-Technical Services, you will be expected to:**

<b>Key Accountabilities for the position</b>	<b>Major Tasks for the position</b>
<i>Process Monitoring</i>	<ul style="list-style-type: none"> <li>• To compile day to day plant process data and analysis</li> <li>• Suggestion of process changes</li> <li>• Generate daily report on plant process operation.</li> <li>• Assistance in planning of annual departmental Budget</li> </ul>
Department operations/ functions	<ul style="list-style-type: none"> <li>• Daily meeting with operation group to carry out the review of process changes.</li> <li>• Daily rounds to plants for health monitoring of the systems / instruments and suggesting corrective actions as and when required • Troubleshooting of Problems.</li> <li>• Carrying out periodic plant audits in co -ordination with operation group.</li> <li>• Compilation of all relevant data in case of all process failures / equipment breakdowns / Customer complaints.</li> <li>• Execution of failure analysis recommendation's to avoid recurrence</li> <li>• Follow up activities with internal/external customer <ul style="list-style-type: none"> <li>○ Executing the planned improvements as per schedule</li> <li>○ Responding to plant problems 24x7 days</li> </ul> </li> <li>• Preparation of Job completion report</li> <li>• Ensuring Quality Assurance and Process Control</li> <li>• Handling Customer complaints for WNA &amp; TAN</li> <li>• Evaluation of offers from Process point of view.</li> </ul>
Maximum uptime of plant & Machinery to support the plant Operation; improvement year on year	<ul style="list-style-type: none"> <li>• Carry out the Basic and Detailed engineering (outsourced) for all the Major and Minor modifications (under MOC), for Process improvement, viz. Capacity enhancement, energy optimization, Troubleshooting &amp; EHSQ standards.</li> <li>• Ensuring BEP &amp; associated drawings in place for all the Plant at site, to assist in meaningful improvements, at any given point of time.</li> <li>• Custodian of all the current &amp; historical Operating data for the full site.</li> <li>• Monitoring of Budget Vs. Plan Vs. Actual, on the daily basis.</li> <li>• Co-ordinate and monitor the Major/ Minor plant modifications assigned &amp; ensure the completion of jobs within budgeted time and cost. Conduct performance check of these modifications to assess achievement of desired results and devise further improvements, if required.</li> </ul>

***“We believe together we can achieve excellence! “***



	<ul style="list-style-type: none"> <li>Ensuring Plant Integrity is maintained, all the time.</li> <li>Capex execution within budgetary limits (QCDSEM – Quality, Cost, Delivery, Safety, Environment &amp; Morale)</li> </ul>
<ul style="list-style-type: none"> <li>System compliance</li> </ul>	<ul style="list-style-type: none"> <li>Maintaining SOP's and documentation as per QMS system.</li> <li>Adherence to organizational EHS systems while working.</li> <li>Making of SLA's with other departments.</li> </ul>
Best utilization of R&M	<ul style="list-style-type: none"> <li>To do technical evaluation of newer equipment &amp; Instrumentation and provide procurement assistance to purchase department.</li> <li>Capability development for Internal cost estimation for critical items &amp; repair work.</li> </ul> <p>Making optimum utilization of the resources, for continual enhancement of the Productivity.</p>
EHS And Statutory Compliance	<ul style="list-style-type: none"> <li>Percolating the need of EHSQ at the highest priority in whatever we do.</li> <li>To lead the establishment of Benchmark EHS practices built during design stage.</li> </ul> <p>Compliance to all statutory standards using live IMS documents.</p>
Establishment & sustenance of TQM practices	<ul style="list-style-type: none"> <li>TQM practices (e.g. Problem solving, 5S, Benchmarking etc.) in the dept. with help of Head TQM &amp;/ or Unit Head.</li> </ul>
Self and Subordinate Development on a continual basis	<ul style="list-style-type: none"> <li>To identify, plan and facilitate domain and managerial training to the individuals in order to develop the new skills.</li> <li>To lead the team in making customized domain training module to provide in-depth knowledge of equipment and plants.</li> <li>Ensuring in Process Technology have robust knowledge on Aspen &amp; / or likewise software</li> </ul>
<b>Educational Qualifications</b>	<b>Total years of experience</b>
<ul style="list-style-type: none"> <li>B.E. / B. Tech. – Chemical</li> </ul>	<ul style="list-style-type: none"> <li>5 to 9 years of experience in all kind of benchmark maintenance practice of Chemicals/ Fertilizers / Petrochemicals Plant.</li> </ul>
<b>Technical /Functional Expertise:</b>	
<ul style="list-style-type: none"> <li>Awareness of Process designing; Aspen Plus &amp; / or related design software</li> <li>Sound knowledge on BEP (Basic Engineering Package) content &amp; its understanding</li> <li>Knowledge of Engineering design Standards</li> <li>System orientation</li> <li>Planning before execution of small projects.</li> <li>Knowledge on applicable statutory requirement.</li> <li>Knowledge on IMS.</li> <li>Knowledge &amp; use of 7 QC tools is desirable.</li> <li>Training and Development of subordinates / operation people.</li> <li>Hands on experience of SAP system .</li> <li>Knowledge on technology / process evaluation.</li> <li>Knowledge on plant safety.</li> </ul>	
<b>Behavioural Competencies (List only 3- 5 specific behavioural competencies)</b>	
<ul style="list-style-type: none"> <li>State behavioural competencies required to function effectively at this position</li> </ul>	

*“We believe together we can achieve excellence! “*



- Cost Consciousness.
- Analytical Thinking and problem solving ability.
- Communication and inter personal skill

**Personality (List only 3- 5 specific personality characteristics)**  
**Write personal characteristics/ personality type that is suitable to work at this job level.**

- Respect
- Integrity
- Excellence in whatever we do
- Well -being of others

**Work Relations ( Internal and External)**

**Internal Relations**

- Main interface of the Job Holder(Working relationships with Key stakeholders/ internal customers
- Other Job Holders that the Job holder have may to liaise, report or coordinate with

**External Relations**

- Main interface of the Job Holder(Working relationships with Key stakeholders/ external customers

- Group- head and in his absence to Unit Head.
- WNA / TAN Plant head, Shift in Charge Panel manager, field operators, site Shift Manager. Laboratory, maintenance departments, other division plants, EHS, HR ,Admin, Security & other related support functions on daily basis
- Customers.
- Technical consultants
- Vendors & suppliers

*“We believe together we can achieve excellence! “*