



Eastern Petroleum Private Limited
an ISO 9001-2008 certified company

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➤ DESIGNATION	➤ <i>Works Manager</i>
➤ EDUCATION	➤ <i>Chemical Engineering, Mechanical Engineer</i>
➤ JOB PROFILE	<ul style="list-style-type: none"> ➤ <i>Responsible for all day to day activities of Plant performance in regard to meet customer requirements thru internal customers like Sales & Marketing.</i> ➤ <i>Responsible for the plant quality thru areas like Production, End Customer, internal customers in meeting their demands & delivery of best Products</i> ➤ <i>This is achieved thru Synerzysing</i> ➤ <i>Production & Planning activities</i> ➤ <i>Meeting Annual operating Plans & performance of the company</i> ➤ <i>Meeting the targets of Operating income & value engineering activities.</i> ➤ <i>Achieving the targets set at Business Plan.</i> ➤ <i>Controlling Plant Maintenance to ensure & optimize plant efficiency thru</i> ➤ <i>Zero Down time</i> ➤ <i>Preventive & predictive Machine maintenance & Electrical maintenance.</i> ➤ <i>Erecting & Commission of new Plants & Machineries.</i> ➤ <i>Co-ordination with Purchase & Production Department to ensure Timely availability of Materials to Achieve the Production Target.</i> ➤ <i>Co-ordination with Marketing Department to confirm the schedule changes if any, and release of revised.</i> ➤ <i>h) Organizing Weekly meeting with Marketing and Production Departments to ensure the Adherence of Schedule.</i> ➤ <i>Discussion with Marketing Department for finalizing the Monthly Schedule based on the Plant Capacity.</i> ➤ <i>Release of Production Plan to all Departments.</i> ➤ <i>Release of Shortage List to Purchase Department and Timely Procurement of Materials to achieve Daily plan.</i>

- *Discussion with Purchase / QAD / Stores / Production on Material availability and Production Status.*
- *Coordinating with Marketing Department for Despatches of Goods as per Schedule.*
- *Visit to Vendors if there is any delay in supply and Incoming Rejections and to identify New Vendors.*
- *Discussion with Vendors for Reduction in Price based on the Raw Material Cost and simplification in the Process.*
- *Ensure Timely Maintenance of Machines to avoid Breakdown and Production Loss.*
- *Weekly Report to Management (MIS) on Production, Inward / In-house Rejection, GRN's closed, Stores Stock, RMC.*
- *j) Visit to Customer place along with Agents for New Product Sales and coordinating with R & D to update the Customer feedback.*
- *h) Identify the Training Needs for Employees to improve the Productivity and to have the awareness of Reduction in Waste and Cost Reduction.*

- *Responsible for implementation & smooth running of company level targets of new business additions, this is achieved thru.*

- *Man Management*
- *Establishing Trainings needs for the workers & Associate Staff members.*
- *Implantations of Quality systems.*
- *Planning & scheduling manufacturing of products in compliance with company goals and objectives.*
- *Training and Support to subordinates towards the provision and execution of operating strategies and plans*
- *Directing workflow for satisfying production requirement in a cost-efficient manner.*
- *Driving standardization, cost reduction, and systemic improvement*
- *Total control of the Operations from Customer to Customer (C2C) in order to satisfy customer and quality specifications.*
- *Maintaining employee safety and morale by creating safe working and efficient working environment*
- *Maintaining proper employment levels through selecting, interviewing, and training of personnel*
- *Maximizing the efficiency of production lines and ensuring the effective employment utilization*
- *Setting strategic direction aligning strategic direction with global long term business planning*
- *Achieve results while working under strict deadlines*

<i>Experience</i>	<i>15 Years Plus</i>
<i>Contact</i>	<i>Rajesh M Rathi – Executive Director</i>
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<i>Web site</i>	<u>www.eastto.in</u> , <u>www.easternpetroleum.in</u>
<i>Preference</i>	<p><i>Do not contact in office hours.</i></p> <p><i>Need person residing in Mumbai preferred in near by distance area of office Area Chembur, Sion, Dadar, Santacruz – Navi Mumbai, Panvel, Kamothe area only.</i></p> <p><i>To call after the person received the call letter only</i></p>