

<b>SEW EURODRIVE</b>		<b>HUMAN RESOURCES</b>  <b>JOB DESCRIPTION</b>	Reference No. 7144		Next Review Aug 2023
SEW EURODRIVE INDIA PVT. LTD.			Edition No. 2	Date (YY.MM) 01.08.19	
JD	Human Resources		Compiled By SV	Approved By MJA	Issued By KB

**POSITION: ASSISTANT MANAGER / EXECUTIVE – PROJECTS (MMHS)**

**WORK LEVEL: 4**

1. Understanding of concept for All Maxolution projects in India For ex: RGV, AGV, EMS, Skillet, ASRS with Movivision /Power caps /Safety, Lift Drop out stations power caps /slotted wave guide, Robotics and Plant Automation and new emerging technologies in I4.0.
2. Responsible for business development and by conducting technical seminar / presentation on existing and new system/ factory automation Solution business.
3. Preparation of proposal and final quotation to the sales in co-ordination with Manger – MMHS as per the application requirement.
4. Participate in project meetings and discussions with the Client as required.
5. Getting approval from the customer for technical specification and drawings
6. Responsible and execution at customer site and ensure timely completion of project as per agreed technical specifications.
7. Coordinating with internal project organization, order processing, purchase, Human resources, and if required with Germany for processing of components or systems or any requirements and ensuring on time delivery of system solution project components.
8. Coordinating with the vendor for commissioning his products at customer site according to project timelines.
9. Maintaining documentation, software and Enquiry Database for projects.

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**DIMENSIONS:**

Area : All India

Value : 50 MINR

**PROFILE:**

EDUCATION: Graduate / Post Graduate in Electrical / Electronic /Mechatronic Engineering.

EXPERIENCE: Min. 3 – 5 years in the field of Project planning & execution/ plant Engineering department/ Industrial automation

**SKILLS:**

- Project execution knowledge, Knowledge of AUTOCAD, Automation Application
- Good knowledge of engineering/design scope, job working instruction / procedures, good project control practices in planning and scheduling and overall awareness of projects in the field of system solution Business.
- Good report writing abilities for the project
- Ability to establish and maintain working relationships with co-workers
- Strong team work attitude and ability to motivate the team members, significant communication skills, problem solving attitude, fast and multi-task execution capabilities, strong analytical mind set and imaginative problem solving ability

Revision No	Date	Revision
01	01.12.16	Required skills made for both Mechanical & Electrical and Electronics engineering background
02	01.08.19	JD reframed & new Skills added