

		HUMAN RESOURCES		Reference No. 7241		Next Review Aug 2025					
				JOB DESCRIPTION		Revision No. 1		Date 21.07.21			
SEW-EURODRIVE Ind Pvt Ltd						Compiled By JD-7231		Approved By JD-2001		Issued By JD-4531	
JD	Human Resources										

POSITION : Assistant Manager / Executive - Technical Support (Mech.)

WORK LEVEL : 04

Responsibility:

1. Application engineering & technical support for GM and IG to SEW sales
2. Providing techno-commercial offers for IG to SEW sales
3. Co-ordination with Electronics Manager for package sales development and execution.
4. Co-ordination with SEW Group Company (as per communication matrix) for specific technical points.
5. Responsible for drawings.
6. Visiting customers as per request to extend the technical support as a part of business development activity
7. Training of SEW personnel as well as customer's engineers.
8. Responsible for product engineering (including special design) for IG and GM
9. Responsible for technical approval for any product.
11. New products updating and training to SEW employees.
12. Maintenance of Quality Manual System.

Authority

1. Authority to give technical quotes to the sales persons for their applications.
2. Authority to organize the training materials and docs jointly with Manager TS.
3. Decision on arranging the technical training at plants and/or customer's place jointly with Manager TS.

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DIMENSIONS :

1. Direct reportees - 0
2. Department people 6
3. Area : All India
4. Products : Industrial Gear boxes, Gearmotor and accessories.

PROFILE:

EDUCATION : BE in Mech. / Electrical / Production Engineering from reputed institute

EXPERIENCE : Min. 1 - 3 years experience in the Engineering industries

SKILLS REQUIRED : Exposure to Design , Application engineering or Maintenance. Knowledge on Gearmotor or any rotating equipment and its Accessories will be added advantage. Good communication skills preferred.

Revision No	Revision date	Remarks
1	21.07.21	JD revised & updated as per current practice