



<b>Role Name</b>	Diploma Engineer Trainee		
<b>Role Description</b>	To Manage Production, Quality and Maintenance Process		
<b>Role purpose</b>	To ensure smooth process operations and achieve the results		
<b>Document created by</b>			
<b>Responsibilities</b>			
<b>Heads</b>			
<b>SAFETY</b>	<ul style="list-style-type: none"> <li>a) Ensuring safe operating practices are deployed as per SOPs &amp; To ensure safe &amp; accident free workplace in respective process.</li> <li>b) To make all machine danger free(Danger prediction/KY)</li> <li>d) Awareness among employee for safety on shop floor.</li> </ul>		
<b>QUALITY</b>	<ul style="list-style-type: none"> <li>a) To report generation of defects to seniors</li> <li>b) To ensure proper adherence with quality standards as per the customer requirement</li> </ul>		
<b>PRODUCTIVITY</b>	<ul style="list-style-type: none"> <li>a)To run the machine at defined Cycle time.</li> <li>b) To eliminate Rework generation in process</li> </ul>		
<b>COST REDUCTION</b>	<ul style="list-style-type: none"> <li>a) To improve the life of all the key consumables.</li> </ul>		
<b>MANPOWER DEVELOPMENT</b>	<ul style="list-style-type: none"> <li>a) 100% involvement of employees in Quality Circle and KAIZEN competitions</li> </ul>		
<b>SHOP FLOOR CONTROL</b>	<ul style="list-style-type: none"> <li>a) To Ensure all the operations are carried out as per the system and Job standards.</li> <li>b) To communicate daily issues of shop floor with supervisors</li> <li>c) To interact with Maintenance / Quality sections to resolves daily Gaps in Plan vs actual</li> <li>d) Execution of Monthly Improvement plan</li> <li>e) Improve 5 s level on shop floor</li> </ul>		
<b>REQUIREMENTS</b>			
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>1) Basic knowledge of Safety and Hygiene Measures, Discipline and Team Work</li> <li>2) Good Technical knowledge about Machines and Machine Operations</li> <li>3) Knowledge of Quality standards &amp; Measuring Instruments</li> <li>4) Basic knowledge of engineering drawing &amp; Maintenance tools (CNC operation / PLC tools)</li> </ul>	<b>Experience (Number of years)</b>	
<b>Skills</b>	Technical skills, Good communication skills & Team Work	<b>Qualification</b>	Diploma in Mechanical / Electrical / Industrial & Production Engineering
<b>INTERACTION</b>			
<b>Internal</b>	<b>Customers</b>	<b>Other External parties/Vendors</b>	
Production Planning, Mechanical & Electrical maintenance, Quality department, New model development, Projects, R&D, HR & Admin.			