

Job Description

Role Name	Shift Incharge- Patan	
Role purpose	To Manage Process in his shift in order to ensure smooth process operations and achieve the results	
Reporting to	HOD- Lam /Tempered Plant AIS Patan Auto Plant	
Document created by	M.Senthilkumar	
Responsibilities Heads	KRA (Key Result Areas)	KPI (Key Performance Indicators)
Quality Improvement	a) ensuring QMS adherence in the shift b) control plan parameters adherence and issues correction as per requirements c) Inspections standards adherence	a) To achieve Process Yield Target b) Next process claim % c) No. of QACR Generated in process
Manpower management	a) Ensure people's discipline in the area of safety/quality and process requirements b) shift management control and on spot decision making on issues c) people's management	a) safety and quality index b) customer claims reduction from the shift
Cost	a) consumables issue control b) R&M items issues	Target vs Actual
Production and Maintainence	a) Production and breakdown issues correction on time b) production target vs actual monitoring c) lotout decisions with QA d) machine issues correction	a) Average production / shift b) Available time usage ratio c) Rework %age
	a) Ensuring safe operating practices are deployed as per SOPs in own area of operation in his shift b) To provide awareness among employees for safety on shop floor in his shift.	a) No. of Reportable, Recordable & Manday loss injuries in process b) No. of Near-miss reporting.

REQUIREMENTS			
Knowledge	1] Good Technical knowledge about Machines and Glass processing. 2] Knowledge of Quality standards, systems and procedure 3] Experience in manpower management/decision making skills	Experience No of Yrs)	(8-12 YEARS
Skills	Technical skills, Good communication skill and Manpower Management skill.	Qualification	Diploma or BE in Mechanical / Industrial & Production engineering
INTERACTION			
Internal	Customers	Other External Parties/Vendors	
Decision Making Authority			