

Job Title: Operations Manager - Transportation and Charging Infrastructure

Key Job Responsibilities:

We are seeking an experienced and dynamic Operations Manager to oversee the efficient functioning of HUBs and Charging Stations within our organization. The successful candidate will be responsible for a range of activities, including but not limited to:

- Setting up of HUBs & Charging Stations
- Spearheading the establishment and development of HUBs and Charging Stations to meet organizational requirements
- Finalizing Vendor (Infra) Contracts
- Identifying and negotiating with vendors to secure infrastructure contracts, ensuring cost-effectiveness and quality
- Managing HUBs for Better Operational Efficiency
- Implementing strategies to enhance the operational efficiency of HUBs, optimizing workflows and resource utilization
- Managing Govt. and Other Compliance & Regulatory Obligations
- Ensuring adherence to all government and regulatory requirements, facilitating a compliant and legally sound operational environment
- Maintaining Detailed Records of Vehicle Servicing and Maintenance
- Overseeing the meticulous documentation of vehicle servicing and maintenance records, ensuring accuracy and completeness
- Scheduling Regular Vehicle Inspection & Maintenance
- Planning and executing routine vehicle inspections and maintenance activities to guarantee optimal operational efficiency
- Ensuring Strict Servicing and Maintenance Times
- Enforcing stringent servicing and maintenance schedules to minimize downtime and uphold operational timelines
- Analyzing Data to Increase Business Operational Efficiency
- Utilizing data analysis techniques to identify opportunities for improving business operational efficiency and implementing relevant strategies

- Graduate in any field
- Preferable Age: 28 to 35 Years
- Open to Working in Shifts, Including Night Shifts
- 5+ Years of Experience in the Transportation / Automobile Industry
- Experience in Setting up Infrastructures

Skills:

The ideal candidate should possess the following skills:

- Good Organizational Skills
- Analytical Mindset and Strong Problem-Solving Skills
- High MIS Handling Ability and Proficiency in Excel & PowerPoint
- Strong Negotiation Skills
- Quantitative Ability
- Attention to Detail
- Exceptional Interpersonal Skills
- Excellent Written and Verbal Communication
- If you are a motivated and results-driven professional with a proven track record in transportation and infrastructure management, we invite you to apply for this challenging and rewarding position

Location: Mumbai & Pune

Join us in shaping the future of our dynamic and growing organization