#### **Proforma**

#### Companies open to your department

Company : Jacobi Carbons
Company Jacobi Carbons

Nature Of

Name:

Business: Manufacturer of Activated Carbon

Designation: Quality Engineer

Tentative Job Location :

Tirunelveli, Tamilnadu

Please note the following points which are not actually mentioned in the JD

- 1. The role is crucial for development and will work as an interlink between production and quality thereby identify and implement innovative ideas to enhance the quality of product
- 2. The role though situated in India will predominantly it touch with the top C Level Executives of the organisation across the globe.
- 3. Highly dynamic role and has extreme possibilities to be elevated to next level with hard work and persistence.
- 4. The candidate has to have the ability to think out of the box

### **Quality Engineer:**

- 1. Reports to CTO.
- 2. Chemical Engineering Graduate from Elite Business School (IIT)
- 3. To be involved with Project team after few months of learning and as decided by CTO
- 4. To be involved in every phase of design, erection and commission of new technology assessing its impact on quality of the product
- 5. To bridge the required quality aspect achievement between production and project functions
- 6. To predominantly optimize quality with regular set targets for the product
- 7. To be involved in R&D as well for new process or technology enhancement
- 8. Analytical thinking, Logical thinking & Pro-active approach.
- 9. To be willing to work with utmost dedication and commitment
- 10. Good knowledge on applicable legal & other requirements.
- 11. Urge to learn new concepts in the market
- 12. Follow and introduce new tools to enhance process

### **Required Competency:**

- 1. Knowledge on ISO Systems regarding QMS, EMS, & OH&S preferable.
- 2. Good communication Skills.
- 3. Need to have strong subject knowledge & able to lead new projects and R&D works in lab.
- 4. Able to create good rapport with top management and manufacturing team.
- 5. Good team player as well as good leader.
- 6. Comprehensive knowledge of Process and Product development.
- 7. Trouble shooting skills on process and projects.

# Job Profile:

Description:

- 1. Compile & generate the report for day to day project and analysis related activities.
- 2. Excellent ability to use initiative, prioritize, multi-task, and work well under pressure to meet deadlines
- 3. Very clear and systematic thinking that demonstrates strong judgment and problem-solving competencies
- 4. Knowledge of managing global multicultural teams and expert ability to lead and motivate a team for optimum performance
- 5. Highly organized and structured & Excellent ability to lead large new projects with the guidance of CTO.
- 6. Need to ensure that R&D analysis is being carried out as per stated procedures.
- $7. \ \ \text{Upkeep of the R\&D laboratory equipment and ensuring the calibration of the same.}$
- 8. Special attention on Sophisticated instruments like ICP-OES, IC & BET.
- 9. Need to gain the fair knowledge about the activated carbon manufacturing process as well as testing methods of activated carbon material.
- 10. Assist the CTO on the need of new project & process commissioning aspect as well as testing the quality of the new process developed products.
- 11. Need to provide significant participation in the process and product enhancement.
- 12. Need to support the R&D team & lab team for the new method development and implementing the new testing procedures.
- 13. Organize with project team, process team and lab team for commissioning of new projects smoothly in consultation with CTO.
- 14. Understanding about statistical process control tool.
- 15. Co-ordinate with CTO (Chief Technical Officer) and support the R&D work and R&D lab team in technical aspects.
- 16. Lead the scale-up projects up to successful commissioning of commercial run.

- 17. Need to support Production team, lab team & R&D team on technical aspects on their work.
- 18. Good knowledge about the budgeting for the new projects & new machinery procurement.
- 19. Proven ability to interact with internal and external stakeholders and strong management, negotiation, and advocacy
- 20. Ensure that data shared to the management is reliable by considering the accuracy and precision of the results.

Department BT BS MT DoubleMajor dual dualB dualC Mdes MBA Phd MSc MSR

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AE	N	-	N	N	N	N	N	-	-	N	-	N
BSBE	N	-	N	N	N	N	N	-	-	N	-	N
CE	N	-	N	N	N	N	N	-	-	N	-	N
CHE	Y	-	Y	Y	Y	Y	Y	-	-	Y	-	Y
CSE	N	-	N	N	N	N	N	-	-	N	-	N
EE	N	-	N	N	N	N	N	-	-	N	-	N
ES	-	N	N	-	N	-	N	-	-	N	-	-
ME	N	-	N	N	N	N	N	-	-	N	-	N
MSE	N	-	N	N	N	N	N	-	-	N	-	N
PHY	-	N	-	N	N	N	N	-	-	N	N	-
CHM	-	N	-	N	N	N	N	-	-	N	N	-
MTH	-	N	-	N	N	N	N	-	-	N	N	-
ECO	-	N	-	N	N	N	N	-	-	N	-	-
DES	-	-	-	-	-	-	N	N	-	N	-	-
IME	-	-	N	-	-	N	N	-	N	N	-	-
CGS	-	-	-	-	-	-	-	-	-	N	-	N
HSS	-	-	-	-	-	-	-	-	-	N	-	-
EEM	-	-	N	-	-	N	-	-	-	N	-	-
MSP	-	-	N	-	-	-	-	-	-	N	-	-
NET	-	-	N	-	-	N	-	-	-	N	-	-
PSE	-	-	N	-	-	N	-	-	-	N	-	N
Stats	-	-	-	-	-	-	-	-	-	N	N	-

## Cost to Company:

Eligibilty:

Rs.15,00,000/-

Gratuity @ 4.81% of basic salary

Break up of Receivables	Monthly	<u>Yearly</u>							
Basic Salary	50,000.00	6,00,000.00							
House Rent Allowance	25,000.00	3,00,000.00							
Conveyance Allowance	1,600.00	19,200.00							
Medical Allowance	1,250.00	15,000.00							
Business Attire	1,250.00	15,000.00							
LTA Allowance	5,000.00	60,000.00							
Lunch Allowance	1,250.00	15,000.00							
Special Allowance	14,650.00	1,75,800.00							
Monthly / Yearly Gross (a)	1,00,000.00	12,00,000.00							
<u>Deductions</u>									
Provident Fund	1,800.00	21,600.00							
ESI	0.00	0.00							
Professional Tax	0.00	0.00							
LWF	0.00	0.00							
Total (b)	1,800.00	21,600.00							
Other Payables									

Package Details:

> 16,667 2,00,000.00 As announced by the management, Maximum 2 Months Bonus 57,692 As Per Leave Balances, Maximum of 15 DaysEL 4,808 Leave Encashment - Variable Pay 46,154 As Per Leave Balances, Maximum of 12 Days CL Attendance Incentive- Variable Pay 3,846 6,000.00 Applicable for Workmen, Incharges, Supervisor Safety and Good HSK Incentive 500.00 0.00 As and when announced by the management Other Incentives 0.00 Total (c) 25,821 3,09,846 **Benefits**

> > 28,860.00

52,860.00

15,41,106

Group Medical Insurance and Personal Accident Cover Policy -24,000.00 As Per the Last Year Premium Premium 2,000.00

2,405.00

4,405.00

1,28,426

Total CTC (a-b+c+d) Bond: False

Total (d)

Medical Requirements

Resume Shortlist:

Test:

False Aptitude

False

Group Discussion: False

Technical

Test:

False

Technical Interview:

True

Technical

Interview 60

Duration:

Number of Techincal 2 Interview

Rounds:

HR

True Interview:

HR Interview Duration: