

Proforma

Companies open to your department

Company :	ITC
Company Name :	ITC Limited
Nature Of Business :	Diversified Conglomerate
Designation :	Assistant (Under Training), Technical
Tentative Job Location :	Pan - India
	Department : Technical (Production/Manufacturing, Engineering, Projects, Supply Chain etc.)
	Location : At any factory or at Divisional Head Quarters of any of the businesses (FMCG, Paper, Printing). At any Project site if considered for Projects
	Designation : Assistants - Technical (under Training)
	Job Relationship : On confirmation, reporting to Section Heads and interfacing with Human Resources,
	Finance and other Support functions.
	Job Description :
	Purpose :
	To manage the production engineering project operations within the parameters of Cost, Quality, Technology, Productivity and Environment, Health and Safety.
	Key Result Areas (Across various roles): - Illustrative and not exhaustive.
	Monitor and ensure production through application of manufacturing technology and appropriate human
Description :	resource management practices.
	Frame annual budgets and monitor activity/cost progress.
	Handling the Quality Processes and carry out consultative work with other departments to ensure
	compliance with laid down protocols and enhance assurance levels.
	Preventive and Predictive maintenance of machines and/or Utilities.
	Projects execution, if part of the Projects team.
	Dialoguing with vendors (global and domestic) and Installing and Commissioning cutting edge
	technologies, if part of the Engineering team
	Formulate and ensure attainment of standards in plant excellence, workmanship and productivity.
	Ensure safe work practices and adherence to safety and environment norms.
	Energise the thought process of the team through constant training, motivation, employee engagement
	& chanelised communication
	Supervise and lead teams comprising of employees
	Participate and represent in collective bargaining and grievance handling, if posted in factories.
	Lead Process Improve initiatives
	Department BT BS MT DoubleMajor dual dualB dualC Mdes MBA Phd MSc MSR
	AE N - N N N N N N - - N - N
	BSBE N - N N N N N N - - N - N
	CE N - N N N N N N - - N - N
	CHE Y - N Y Y Y Y - - N - N
	CSE N - N N N N N N - - N - N
	EE Y - N Y Y Y Y - - N - N
	ES - N N - N - N - - N - -
	ME Y - N Y Y Y Y - - N - N
	MSE N - N N N N N N - - N - N
	PHY - N - N N N N - - N N -
Eligibilty :	CHM - N - N N N N - - N N -
	MTH - Y - Y Y Y Y - - N N -
	ECO - N - N N N N - - N - -
	DES - - - - - - - N N - -
	IME - - 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 :

25,83,555 pa

Elements Amount (Rs.)

Basic/Consolidated Salary 33,074

Supplementary Allowance 94,527

Conveyance Allowance 7,000

Utility Allowance 2,000

Cost of Accommodation1 25,000

Total per month 1,61,601

Total per annum 19,39,212

Leave Travel Allowance2 50,000

Variable Pay3 4,30,000

Contributions to Superannuation Funds by Company on Basic/Consolidated Salary4 1,14,343

Product Sampling Reimbursement5 50,000

Grand Total per annum 25,83,555

Package Details :

1 Is in case of Company owned/leased accommodation. In the case of Company accommodation in the form of chummery, an allowance of 90,000 per annum is payable. In case of Company accommodation/chummery is not availed, HRA of 1,80,000 per annum is payable instead.

2 Leave Travel Allowance, prorated from the date of joining, payable along with salary in the month of April every year

3 Variable Pay, payable as per applicable rules

4 Includes contributions by Company for PF, Gratuity, Pension, as per applicable Scheme

5 Applicable for specified ITC products, prorated from the month subsequent to the month of joining, if the date of joining is after the 1st of any month

Medical Assistance is payable as per applicable rules

Bond :

False

Medical Requirements : Yes, and background verification

Resume Shortlist : True

Resume Shortlist Criteria: N/A

Aptitude Test: True

Aptitude Test Duration: 20min

Group Discussion: True

Group Discussion Duration: 40min

Group Discussion Strengtd:

Technical Test: False

Technical Interview: True

Technical Interview Duration: 45min

Number of Technical Interview Rounds: 2

HR Interview: True

HR Interview Duration: 60min