

## JOB DESCRIPTION

### 1. PRINCIPAL ACCOUNTABILITIES

Major Accountabilities and Duties	Key Performance Indicators
<ul style="list-style-type: none"> <li>▪ In charge of the Utility Department across the site (in phases)</li> <li>▪ Responsible for resource &amp; process planning including Operation &amp; Maintenance for the following:               <ul style="list-style-type: none"> <li>○ DM, DI &amp; RO Plants,</li> <li>○ Air Compressors &amp; Dryers,</li> <li>○ Nitrogen Plant,</li> <li>○ Refrigeration systems including screw chillers &amp; VAM Systems,</li> <li>○ Fire Hydrant systems operation &amp; maintenance,</li> <li>○ HAVC,</li> <li>○ Cooling Tower Systems,</li> <li>○ Water &amp; condensate management</li> </ul> </li> <li>▪ Responsible for overall HVAC Project planning and execution in co-ordination with Project team, designer and Vendor.</li> <li>▪ Responsible for consumable and spares inventory management, sub – contracting and labour management, assisting in plant accounting and administration.</li> <li>▪ Setting priorities, guarantying the continuity of the supply of utilities to the entire complex manufacturing process &amp; optimising the capacity in order to reach the pre-set goals and objectives.</li> <li>▪ Particular focus on running of utilities in the most cost efficient manner.</li> <li>▪ Responsible for continual improvement and maintaining Quality Management System.</li> <li>▪ Resource planning in terms of utilisation of manpower and facility.</li> <li>▪ Responsible for safety compliances as per statutory requirements.</li> <li>▪ Responsible for all process improvement requirements.</li> <li>▪ Responsible for developing and maintaining MIS related to in-house activity.</li> <li>▪ Monthly reporting of Utilization and water distribution for the complex.</li> <li>▪ Analyzing of Site and customer feedback and initiating corrective and preventive action followed by adequate development by change and improvement in designs if required.</li> <li>▪ Responsible for Co-ordination with Govt. Agencies, GIDC, Water supply authority etc.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improvement of Efficiency.</li> <li>▪ Nil Down time.</li> <li>▪ 100% compliance to good manufacturing practices &amp; the law.</li> <li>▪ Nil accidents.</li> </ul>