

## OFF CAMPUS DRIVE BY STELMEC (Only For MEFGI Students)

OFF-CAMPUSDRIVE DETAIL	
Company Name	<b>Stelmec Ltd.</b>
Date	25 <sup>th</sup> April, 2017 (Tuesday)
Time	10:30 AM
Venue	Stelmec Limited, Ularia Gam, Sarkhej Sanand Road, Behind Ajay Pipes, Ularia, Ahmedabad.
JOB DESCRIPTION	
Designation	Graduate Engineer Trainee
Salary Package (CTC)	1.20 LPA
Location	<b>Sanand, Ahmedabad</b>
Job Responsibilities (Mechanical Engineer)	<ul style="list-style-type: none"> <li>To monitor activities on turret, shearing, Press Brakes, Welding Shop, Paint shop, Pickling Process Plant and CNC Shop as per job roles designated by HOD.</li> <li>Follow daily Production Plan and ensure the production as per master fabrication plan.</li> <li>Maintain in process quality and first piece inspection.</li> <li>Ensure in process material moves in set without any shortage with respect to Job Card.</li> <li>Maintain the minimum in-process inventory at every stage.</li> <li>To arrange the issue of material through ERP as per plan.</li> <li>To update the process to get the quality products along with productivity.</li> <li>Unfolding of the drawings, if necessary.</li> <li>To do the nesting for optimum utilization of sheet (minimum scarp) and programming.</li> <li>To manage the tool inventory.</li> <li>To prepare contingency plan.</li> <li>Optimum utilization of man &amp; machine.</li> <li>To train operator/worker.</li> <li>To care/implementation of ISO, 5S and safety on the shop floor.</li> <li>Work improvement/KAIZEN of Daily basis.</li> <li>Coordination with all internal and external suppliers and customers.</li> <li>Work on ERP as per need on daily basis.</li> <li>Maintain the intersection coordination.</li> </ul>
Accountabilities	<ul style="list-style-type: none"> <li>Daily/weekly/monthly monitoring of production/Dispatch actual v/s plan.</li> <li>Planning and ensuring the ready availability of semi finished materials to meet the production requirement as per schedule.</li> </ul>

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<p><b>Job Responsibilities</b> (Electrical Engineer)</p>	<ul style="list-style-type: none"> <li>Monitoring and output of manufacturing activities, production/testing schedules on weekly and daily basis as per monthly production plan, along with resource allocation and machine loading for optimum output.</li> <li>Monitoring jobs to the production bay (worker in the said bay) based on resource availability, job priority and production backlogs. Monitoring progress &amp; resolving problems.</li> <li>Issue of material from store against respective job order &amp; material management on shop floor against various projects. Follow up for any shortage of material with store, Planning &amp; Purchase department.</li> <li>Supervising worker &amp; contractors, monitoring, coaching and disciplining employees, initiating, coordinating and enforcing systems and procedures.</li> <li>Manage &amp; supervise assembly, wiring, testing to ensure the production output meets the acceptable quality level.</li> <li>To guide shop-floor employees in understanding schematic drawing for assembly and wiring.</li> <li>To guide and monitor the activities having safety concerns and thereby enhancing a culture of safe working practice.</li> <li>Maintain appropriate documents &amp; records. Maintains safe and clean work environment by educating and directing personnel on the use of all material, tools, equipment and resources.</li> <li>Highlight Production related problems to manager by analyzing data, investigating issues along with identifying solutions, recommending action.</li> <li>Coordination with design, project &amp; planning departments for any queries or revisions &amp; execution of order. Coordination with QC department for timely inspection &amp; dispatch of products. Responsible for packing, loading &amp; final dispatch of finished goods.</li> </ul>
<p><b>Accountabilities</b></p>	<ul style="list-style-type: none"> <li>Prepare &amp; communicate Monthly and yearly MIS.</li> <li>Monitoring and Output of Manufacturing activities, production schedules on weekly and daily basis as per monthly production plan, along with resource allocation and machine loading for optimum output.</li> <li>Scheduling jobs to the production bay (worker in the said bay) based on resource availability, job priority and production backlogs. Monitoring progress, revising schedules &amp; resolving problems.</li> </ul>
<p><b>Work Conditions</b></p>	<ul style="list-style-type: none"> <li>May have to work in shift, elongated working hours.</li> <li>24 hour technical support/availability on phone.</li> </ul>
<p><b>Selection Process</b></p>	<p>Personal Interview (Technical + HR)</p>

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ELIGIBILITY PARAMETERS	
Education Qualification	B.E (Mechanical/Electrical)-2017 Batch Pass out. No such percentage criteria
TO PARTICIPATE	
Registration Process	Interested students need to register online on below given link by <b>23<sup>rd</sup> April, 2017.</b> <b>Link: <a href="https://goo.gl/forms/axgCQvJWGi1DpBQI3">https://goo.gl/forms/axgCQvJWGi1DpBQI3</a></b>
Placement Cell Contact Person	<b>Arun Godyal</b> M: 7573012806

### ABOUT COMPANY

For more than Two Decades **STELMEC** has been a name synonymous with Electrical Power Products in India and has been a trusted partner to various State Owned Power Utilities as well as Private Power Utilities in India. Organization is driven by Continuous Innovation and have invested substantial amount of resources in Research & Development. Their Engineers groomed in an environment of Innovation & Research have been successful in indigenously developing products that have delivered exceptional operational performance in diverse climatic conditions of India. In addition to our existing Power Product range, they have strengthened their presence in the Power Sector by foraying into two more verticals viz. **ENGINEERING PROCUREMENT CONSTRUCTION (EPC) SERVICES** and in **SMART GRID & POWER IT SOLUTIONS (PROJECTS IN AMI/ AMR & SCADA)**.

For more details please visit: [www.stelmec.com](http://www.stelmec.com)

**Dr. Gaurav Gandhi**  
**Sr. Manager: Placement Cell**