



## **ASSISTANT GENERAL MANAGER (QUALITY ASSURANCE & MATERIAL MANAGEMENT)**

### **Job Description**

#### Quality Assurance

- responsible for incoming, in process and final inspection
- related calibration of measuring instruments
- preparation of QIM or specifications of materials
- upgradation of documents such as process improvement, method improvement, etc.

#### Material Management

- Material planning and procurement
- Inventory control
- Tendering
- Tender negotiations
- Vendor Development
- Compliance with relevant statutory guidelines

### **Qualifications**

Graduate Engineer (Mechanical / Electrical). Preference will be given to candidates with an MBA.

### **Experience**

15-18 years relevant experience in Quality Assurance & Purchase functions in Engineering / Manufacturing organisation. Preference will be given to persons with experience in similar industry.

### **Age**

Preferably around 45-50 years

GENERAL: Preference will be given to SC/ST/OBC candidates. Relaxations will be as per Government directives. Remuneration will be commensurate with experience and qualifications and relaxation in qualifications, experience, etc., will be made only in the case of deserving candidates. Those working in Govt./ PSU should apply through proper channel or produce a No Objection Certificate from their present employer at the time of Interview, in case they are short-listed. Incomplete application forms shall be liable for rejection.

Eligible candidates should forward their applications THROUGH POST ONLY to GM(HR&IM), Biecco Lawrie Limited, P-54 Hide Road Extension, Kolkata 700 008.