

Job Title: Assistant Project Manager – Water Conservation			
Business Unit:	Enable Health Society	Domain:	SCM
Location:	Ahmedabad	Band/Grade:	1C
Department:	SCM	Last updated on:	
		Degree of Travel required to:	High (15-18 days of travel per month)
Purpose of Job	To facilitate the construction of water storage tanks (Ferro cement, RCC, etc.) – including site identification, site supervision and post-construction quality checks - across various rural locations across India		
Key stakeholders	External		Internal
	<ul style="list-style-type: none"> ● Consumers ● Local vendors ● Clients 		<ul style="list-style-type: none"> ● Admin ● Operation ● Inventory ● Accounts ● R&D
Reporting structure	Role directly reports to		Positions that support this role
	Head SCM		None
Essential Qualifications	Diploma/Degree in Civil Engineering		
Essential Experience	3+ year experience of site supervision and vendor co-ordination		
Competencies	<ul style="list-style-type: none"> ● Good communication skills ● Design and documentation skill. ● Site planning and co ordination ● Basic civil and mechanical fundamental and terminology ● Language Proficiency : English,Gujarati,Hindi 		
Decision Making Control	<ul style="list-style-type: none"> ● Convincing and collaboration ● Empower and vendor handling ● New learning attitude 		
Piramal Values			
Knowledge	<ul style="list-style-type: none"> ● Expertise – we strive for a deeper understanding of our domain ● Innovation – we aspire to do things creatively 		
Action	<ul style="list-style-type: none"> ● Entrepreneurship – we are empowered to act decisively and create value ● Integrity – we are consistent in our thoughts, speech and action 		
Care	<ul style="list-style-type: none"> ● Trusteeship – we protect the interests of our customers, community, employees, partners and shareholders ● Humility – we aspire to be the best, yet strive to be humble 		

Key Roles/Responsibilities:

- ❖ Undertake site visits (rural locations across India) to identify suitable locations for construction of water storage tanks of capacity 50,000 liters or higher.
- ❖ Liaise with the selected construction vendor to supervise site preparation and construction work.
- ❖ Conduct quality checks and identify punch-points (any deviation from the scope of work) before the tanks are handed over from the vendor to the local community.
- ❖ Ensure that water storage tank at each location is completed in time and is of desired quality.
- ❖ Submit daily report of work progress across each site to the reporting manager.

Coordinate with vendor/ contractor and internal stakeholders to ensure construction of water tank is as per engineering drawing

Date: February 2021 **Prepared By:** HR Department

Approved By: _____ **Reviewed By:** _____