



Position Name:	Engineer – Vehicle & Budget management
Department:	EGT
Grade:	Asst. Manager / Manager
Vacancy:	1
Qualification:	B.E/M.S. (Mechanical /Automobile)
Experience:	3-8 years of experience.
Location:	Pune

Position Requirement:

- Excellent Communication skills. Project management, Good analytical skills, Team player, Interpersonal relationship, proactive & sense of economical acting.
- In-depth technical knowledge of vehicle and vehicle aggregates & it's functioning. Hands-on experience of working with certification authorities, component & vehicle testing.
- Knowledge of budget forecasting, controlling & business planning.

Purpose of Position:

- Budget management for all EGT related activities
- Homologation vehicle & component ordering, Homologation vehicle preparation and sign-off

Tasks:

1. Coordination with ETG teams for budget planning, DLV execution / management and keeps control on all financial topics. Timely invoice management for all internal & external customers. Keep track of all expenses as per plan and forecasting.
2. Prepares & executes all necessary DLV's, Non-disclosure agreements, Service level agreements etc in cooperation of Legal department and Finance & Tax department. Keeps record & track of the same.
3. Ensure ordering of homologation vehicles, BIW's and test components thru plant, with local & CKD suppliers for India 2.0 project. Co-ordination with Project management by ensuring ordering of needful thru systems as per homologation timelines.
4. Ensure ordering of homologation vehicle, BIW's and components with SK MB, VW AG and Porsche AG as per homologation plan & timelines for CKD & CBU projects.
5. Ensure logistics arrangement for movement of test vehicles & parts to the respective test facilities / authorities across India and abroad. Ensures timely customs management for clearances of import and export of vehicles & parts.
6. Coordinate preparation of test samples and test vehicles together with EG Workshop in consultation with other relevant departments. Ensures verification of parts, vehicle systems & homologation vehicle as per specifications and ensures sign-off from respective departments before handling over to authorities.
7. Control all processes in department. Ensure successful audits through proper governance and risk mitigation plans. Audit preparation within department and ensure all audits & GRC compliances are successfully met. Co-ordinate department KPI management.
8. Keep safe upkeep of all homologation related documents and certificates and accessible to all concerned. Keep track, upkeep & periodic review of homologation test vehicles & components till proper handover to other department, re-export or scrap (as the case may be).
9. Prepares regular reporting to superiors. Adhere to departmental process and guidelines. Upkeep of all documentation.