

**Brief Job Description**

**Designation : Manager**

**Division/Location : Railways**

**Department : Project Execution**

**Reporting to – Project Manager**

**Summary:**

**Position will be responsible for day to day execution of the site activities.**

- **Through & good knowledge of quality control specification like RDSO etc. Pertaining to Railway works.**
- **To ensure that no material is used in permanent works without proper testing as per Project Quality Plan (P Q P).**
- **To ensure and maintain proper records regarding all quality control and quality assurance testing.**
- **Plan daily & weekly activity wise testing program as per site requirement.**
- **Perform the timely testing of each material (activity wise) so that no activity is held up because of untested material.**
- **Ensure that all testing is carried out with calibrated instruments only.**
- **Ensure the consistency in the production of concrete mixes/ blanking material offer blending so the the results of the same pass the minimum standard deviation criterion.**
- **Maintain all records related to concrete production and testing of concrete samples.**

**Competences:**

- **Problem Solving**
- **Decision Making**
- **Strong Communication & Negotiation Skills**
- **Integrity/Honesty**

**Skills :**

- **Knowledge in MS Excel/Word, Knowledge of Planning software is an added advantage.**
- **Exposure to commercial aspect of the project.**

**Education :**

**BE/B.tech Civil**

**Experience :**

**Between 8 -12 years with experience**