

SWADESHI AND QUALITY

# W. R. T. SALES & SERVICES PVT. LTD.



Authorised Distributors For Kirloskar Products - Since 1928

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## JOB DESCRIPTION

**Job title:** Service Engineer

**Work Location:** Nagpur

**Division/Department:** Servicing

**Reports to:** Branch Manager

**Related Products/Services:**

Pumps & Systems, DG Sets & Systems, OWC, Engines, Electric Motors, Valves, Transformers, Transformer Oil, Spares, Service, Etc.

☒ **Full-time**

☐ **Part-time**

**Essential Duties and Responsibilities:**

1. Servicing of Pumps, DG Sets, Motors, Engines, Etc.
2. Installation & Commissioning work of Pumps, DG Sets, Motors, Engines, Etc.
3. Repairing work.
4. Visiting the Workshop and Customer Sites.
5. Should know how to handle AMC.

- Perform related duties as assigned by supervisor
- Maintain compliance with all company policies and procedures
- Should be honest, dedicated, and trustworthy and should be sustainable to long term commitment to work with the Company.

**Education and/or Work Experience Requirements:**

Education:

1. Diploma/Graduation preferably in Technical Course.

Experience:

1. 2 to 4 Years of experience.

- Excellent verbal and written communication skills, including ability to effectively communicate with internal and external customers.
- Should have basic knowledge of Computer.
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude and providing exemplary customer service
- Ability to work independently and to carry out assignments to completion within parameters of instructions given, prescribed routines, and standard accepted practices
- High school diploma or GED required

**Physical Requirements:**

1. Outdoor Duty.
2. Regular follow up with the Customers.
3. Giving necessary On-field services to the customers.

- ☐ Ability to safely and successfully perform the essential job functions consistent including meeting qualitative and/or quantitative productivity standards.
- ☐ Ability to maintain regular, punctual attendance consistent.
- ☐ Language proficiency (English, Marathi, Hindi, etc.)
- ☐ Self-owned two wheeler will be preferred / On-Duty fuel expenses can be reimbursed.

**Print Employee Name:**

**Employee signature:**

**Date:**