



Annexure — VI
Job Description Form

BASIC INFORMATION			
Role Title:	Quality Engineer- General knowledge of Tankage & Documentation	Business :	Parli Facility
Department:	QA/QC	Age:	25 to 30 Yrs.
Grade:	M1	Designation:	Sr. Engineer /Engineer

Qualifications	
Educational :	Diploma/ B. Tech. in Mechanical Engineering
Professional :	Relevant certifications

ORGANIZATIONAL RELATIONSHIPS		
Reporting Matrix:	Reporting:	Site In charge
Roles Reporting to this position:	Direct Reporting:	Site In charge
	Indirect Reporting:	Plant Head

ROLE

- Oversee and inspect the construction, welding, fabrication, and assembly of storage tanks and related components to ensure compliance with engineering specifications and standards.
- Ensure the correct application of welding procedures, materials, and fabrication methods during the construction process.
- Conduct visual inspections and non-destructive testing (NDT) as necessary to verify the integrity of welds and the quality of fabricated tankage components.
- Review engineering drawings and specifications to ensure they align with quality standards and project requirements.
- Develop, maintain, and review all quality-related documentation, including inspection reports, testing records, material certificates, and fabrication logs.
- Monitor and verify that all materials used in fabrication meet the specified quality and regulatory requirements.
- Coordinate and perform inspections during various stages of construction, including material receipt, fabrication, welding, and final assembly.

- Ensure that appropriate quality control tests (e.g., hydrostatic, pressure testing) are performed and documented accurately.

Communicate effectively with suppliers and subcontractors to ensure that materials and components meet required specifications and quality standards. inspections.

- Coordinate with various departments to ensure that quality documentation complies with regulatory and customer

Recruitment Policy	FILE identifier	AEL/Recruitment/Policy
	VERSION NO.	1.00
	EFFECTIVE DATE	29-03-2021

- Identify non-conformities in products or processes and work with the team to resolve issues.
- Ensure that records of non-conformities are maintained and reviewed for continuous improvement.
- Support the implementation of quality management systems (QMS) across shipbuilding projects.
- Conduct or oversee material testing and validation of products, including stress testing, dimensional checks, and performance evaluations.
- Documentation of inspections and checks done during various stages of production.

MEASURES

- Quality efficiency and output levels
- Quality metrics (e.g., defect rates, rework percentages)
- Timeliness in meeting inspection schedules
- Cost management and adherence to budget
- Safety incident rates and compliance
- Employee performance and development

AACOUNTABILITIES

- Achieve and exceed production targets while maintaining high-quality standards.
- Optimize in processes for maximum efficiency and cost-effectiveness.
- Ensure quality activities comply with safety, environmental, and regulatory requirements.
- Prepare and present regular reports & customer inspection report on production performance to senior management.

SKILLS

Behavioural Skills:

- Effective Communication
- Time Management & Prioritization
- Teamwork and Collaboration
- Safety Awareness

Functional Skills:

- Technical Drawing Reading and understanding
- Stage Inspection according to QAP.
- Communication with Stakeholders (Such as Sub-contractor, Planning Dept, Stores, Painting Dept. and Despatch)
- Familiarity with safety and quality standards in manufacturing environments

Recruitment Policy	FILE identifier	AEL/Recruitment/Policy
	VERSION NO.	1.00
	EFFECTIVE DATE	29-03-2021