

Manager Order Management

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Company: TOSHIBA TRANSMISSION & DISTRIBUTION SYSTEMS (INDIA) PRIVATE LIMITED

Location: hyderabad

Category: other-general

Job Description:-

Order management for each order received in coordination with Business development team.

To understand the specifications of customer order and to lead team of Engineers region wise (i.e., Asia Pacific, Africa, Europe & UK and AMERICAs)

To ensure fulfilment of contractual obligations for every order right from the receipt of order and until collection of 100% payment including, fulfilling the warranty obligations.

Arranging customer inspection and obtaining dispatch clearance after inspection

To arrange third party inspection before Despatch of the material

To monitor dispatch activities from the factory till arrival of the goods at consignee stores

To arrange post landing inspection at consignee stores and obtain approved invoices for payment from the customer on case to case basis.

To manage with the customer in getting penalty waiver for the delayed supplies

Monitor cash inflow & Day wise inspection clearance statements.

Responsible for coordination with the internal functions of planning, production, engineering, finance, accounts, logistics, dispatches and quality.

Responsible for the safe and timely delivery of goods at destinations and successful completion of contract.

Arrangement of pre shipment and post-landing inspections.

Responsible for Management information Systems and for FG inventory control

To ensure making the products ready for dispatch as per customer delivery and also to ensure timely.

Dispatches & delivery at customer place to ensure no LDs.

To interact and maintain good relation with customers by regular correspondence for smooth execution of the contract.

To provide customer inspection reports/ MoMs to all concerned immediately upon completion of customer inspection.

To ensure no remarks in customer inspection and for this purpose, adequate monitoring to be done to offer the goods fully in compliance with customer specifications.

To send order executive status indicating production status, inspection proposed dates, estimated ex-works days, estimated delivery dates to customer on weekly/fortnightly basis. In between, if customer asks, the status to be updated to customer immediately.

Any other assignments as per contractual terms/ or as assigned by the management.

Qualification: B.Tech/B.E (EEE or Electrical Engineering) with relevant experience

Location:Patancheru, Hyderabad, Telangana, India.

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