



WEST ASSAM MILK PRODUCERS' CO-OPERATIVE UNION LTD.
Juripar, R.K. Jyotiprasad Agarwala Road, Panjabari, Guwahati – 781037

JOB INFORMATION:

Position	Assistant-I Dairy (Operator)
Qualification	Minimum ITI pass in Electrical trade/ Fitter trade / Electronics Mechanic trade.
Experience	1-3 year's work experience in dairy or food industries or any processing related industries. Fresher having qualification in relevant field may also apply.
Age	Not above 28 years as on 1st January, 2025 . Relaxation may be given in case of extraordinary/ outstanding candidates with relevant experience as decided by the Competent Authority.
Salary	CTC Rs. 3.82 lakhs per annum including P.F & other Contributions. (Negotiable and commensurate with qualification and experience)
Job Location	WAMUL Head Office, Guwahati

MAIN RESPONSIBILITIES:

- Ensure operation of machinery and mechanical equipment by completing maintenance requirements (both planned and unplanned) on production, packaging, processing equipment, and utility systems (to provide a continuous supply of heat, steam, cooling, electrical, power, gas, or air required for operations).
- Complete work orders in a timely manner maintaining high quality standards, maintain a clean, sanitary and safe work area.
- Assemble fittings, valves, bowls, plates, disks, impeller shaft, and other parts to equipment with tools etc. to prepare for operation in relevant section.
- Perform work duties in accordance with WAMUL's standard policies and procedures.
- Follow/maintain safety norms.
- Assist in maintaining parts and supplies inventory by reporting low supply levels to reporting officer.
- Utilizing continuous improvement mindset, assist in identifying opportunities to improve processes.
- Readily available for emergency repairs in breakdown situations
- Perform other duties as assigned by Supervisor/Group Manager.

JOB SPECIFICATIONS:

Skills/Attributes: Technical	<ul style="list-style-type: none">• Experience in a maintenance role within a manufacturing facility, preferably food and dairy industry.• Technical Experience: Electrical, hydraulic, pneumatic, electronic, computer-controlled equipment, PLC and HVAC/ Refrigeration System.• Must be able to work in a wet environment with moderate to high noise volume.• Knowledge in ISO,5S,GMP,Kaizen etc.• Must be willing to work flexible hours including overtime, weekends and holidays.• Be able to effectively work in a team environment.
Skills/Attributes: Social and Managerial	<ul style="list-style-type: none">• Delivering results under crisis by maintaining calm and tactfulness.• A willingness to learn• Interpersonal skills

Reporting, Performance Review and Leave Terms:

- The Assistant -I (Dairy) will report to the Executive (Dairy), WAMUL.
- Performance will be reviewed as per Key result areas (KRA). The remuneration may be enhanced on an annual basis as per prevailing rules, which will be performance based.
- The Assistant -I (Dairy) will be eligible for paid leaves/Holidays as per the applicable norms/policy of WAMUL.
- For any authorized tour within the operational areas, he/she will be paid TA/DA as per norms/policy of WAMUL.

