Innovative Electronics For You

M. B. Control & Systems Pvt. Ltd.
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NABCB QM 004, EM 016
IQC ISO 9001 : 2015 IND/QMS/NAB-C1978/2658

M.B. Control & Systems Pvt. Ltd, is an ISO-9001 company. Since our inception in 1983, we have been committed to provide innovative electronic systems and equipment for control and monitoring of industrial processes. We design, manufacture, install and commission industrial electronics systems on turnkey basis.

Our system solutions are suitable for Energy management systems, Weather Monitoring Solutions, Telemetry Systems, Remote Data Collection System, Remote Meter Reading Solutions, RTU Control Panels and Systems, SCADA systems and Sub-Station Automation Systems. Required energy reports are provided as part of the system.

Our team of experts is available to dispense expert technical support, and provide technical solutions to questions ranging from generic to complex. We consider excellence of products and service as a key to gaining customer loyalty and satisfaction. We have pan India presence via dealer and distribution network.

All the products we offer can be viewed on our website www.mbcontrol.com. We have clients such as in power generation (wind, solar, hydro etc.), OEM, Transmission, IPP, CPP, Heavy Industries etc.

Achieve your potential - build an exciting career

We are looking for an experienced Projects Manager to lead our Projects and oversee the execution of multiple projects, from order handover through engineering, procurement, manufacturing, installation, commissioning, and final acceptance.

The Projects Manager will allocate projects, guide coordinators, monitor their performance, and ensure effective coordination between internal departments, customers, consultants, vendors, and site teams. The role carries overall accountability for project schedules, budgets, quality, customer communication, and successful closure.

JOB PROFILE:

Designation: Projects Manager

Department: Projects

Reports to: Chief Operating Officer

Location: Full Time On-Site, Howrah

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Job Responsibilities and Requirements:

Team Leadership and Development;

- Lead, supervise, and mentor a team of Project Coordinators, assigning projects and responsibilities according to workload, capability, and project complexity.
- Set clear objectives, priorities, and reporting expectations for each coordinator.
- Conduct regular project reviews to assess progress, identify delays, resolve obstacles, and establish corrective actions.
- Ensure coordinators maintain accurate schedules, material trackers, document registers, customer correspondence, and action lists.
- Review team performance, identify training needs, and build technical, commercial, and customer management capabilities.
- Establish consistent project coordination processes and serve as the escalation point for issues requiring management intervention.

Project Planning and Execution;

- Take ownership of projects following the sales handover, reviewing purchase orders, technical specifications, contractual scope, delivery commitments, and acceptance requirements.
- Oversee preparation of project execution plans, schedules, budgets, resource allocations, and procurement priorities.
- Monitor milestones across all projects and direct corrective action where commitments are at risk.
- Coordinate with Engineering, R&D, Procurement, Production, Quality, Stores, Logistics, Finance, and Sales to resolve dependencies and maintain execution schedules.
- Ensure timely submission and approval of system architecture, drawings, bills of materials, datasheets, calculations, and other engineering documents.
- Track customer approvals and manufacturing clearances to enable timely procurement, production, and dispatch.

Customer and Commercial Management;

- Oversee customer and consultant communication, ensuring coordinators provide accurate updates and follow through on commitments.
- Lead key progress meetings and manage escalations concerning scope, schedules, quality, or delivery.
- Monitor project costs, material consumption, subcontractor expenses, and budget variations to protect project margins.
- Identify scope changes, document their impact, and coordinate approval of variations and additional commercial claims.

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- Track billing milestones, support payment collection, and ensure timely submission of invoicing and contractual documentation.

Qualifications:

- Bachelor's degree in Engineering / Business Administration / Project Management.
- 8–12 years of relevant experience, including management of engineering projects and direct supervision of project coordinators or execution teams.
- Experience in engineering, power, renewable energy, or industrial projects preferred.
- Strong organizational and time management skills.
- Experience working with utilities, EPC contractors, renewable energy developers, industrial customers, and consultants.
- Team leadership, delegation, mentoring, and performance management.
- Planning and monitoring multiple projects simultaneously.
- Coordination across departments and effective escalation management.

Location: Full Time On Site, Howrah

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