

Job Description

Technical Assistant to Advisor | Manufacturing & Engineering Vertical

Position	Technical Assistant to Advisor	Location	Hyderabad, Telangana
Experience Required	10+ Years (Steel / Pipe / Heavy Engineering Manufacturing preferred)	Compensation	Approx. Rs. 1,50,000 per month (CTC, negotiable basis experience)
Employment Type	Full-Time, Permanent	Industry	Iron & Steel Manufacturing / Structural Pipes & Tubes

About the Organisation

Our client is a well-established, publicly listed, integrated iron and steel manufacturing enterprise headquartered in Hyderabad, with roots tracing to 1962 and a formal corporate presence since 2007, now led by its third generation of family promoters. It is vertically integrated from a captive sponge-iron facility through to finished, value-added products, operating multiple manufacturing units across Telangana, Andhra Pradesh and Tamil Nadu. Its portfolio of over 800 SKUs spans mild-steel billets, hot- and cold-rolled coils, galvanised (GI/GP) and structural pipes, and scaffolding systems, manufactured to Bureau of Indian Standards specifications, with a nationwide footprint concentrated in South and West India, manufacturing capacity of several hundred thousand metric tonnes per annum, and a workforce of over a thousand employees. As it expands its geographic reach and product range, it is looking to strengthen its senior technical support structure at the Hyderabad head office.

Role Overview

The Technical Assistant to Advisor will work in close, day-to-day coordination with the organisation's senior Technical Advisor, providing engineering, analytical and administrative support on plant operations, product quality, project execution and technology upgradation. This is a high-visibility, individual-contributor role suited to a seasoned engineer who can act as a trusted right hand to senior leadership — translating shop-floor realities into clear technical inputs, tracking action items across departments, and ensuring the Advisor's guidance is implemented consistently across locations.

Key Responsibilities

- Act as the primary technical liaison between the Advisor's office and plant-level engineering, production, quality and maintenance teams across locations.
- Prepare and consolidate technical notes, project status reports, MIS data and presentations for the Advisor's review and senior management meetings.
- Track implementation of technical recommendations and process-improvement initiatives, following up with departments to ensure timely closure.
- Support evaluation of new technology, machinery and process upgrades, including feasibility inputs, vendor documentation review and root-cause analysis of quality/downtime issues.
- Coordinate site visits, technical reviews and inspection schedules on the Advisor's behalf, including briefing material and action trackers.
- Maintain organised technical documentation, drawings, SOPs and compliance records, and liaise with external consultants, suppliers and certification bodies under the Advisor's guidance, handling confidential information with discretion.

Qualifications

- Bachelor's degree in Mechanical, Metallurgical, Production or Industrial Engineering; a postgraduate qualification (M.Tech / MBA – Operations) will be viewed favourably.
- Minimum 10 years of relevant post-qualification experience, with substantial exposure to steel, pipe or heavy engineering manufacturing environments.
- Prior experience supporting senior leadership, plant heads or technical advisors in a coordination, planning or techno-commercial support capacity is strongly preferred.

Skills & Competencies Required

- Strong working knowledge of steel/pipe manufacturing processes, quality systems and plant operations.
- Excellent technical report writing, documentation and MS Office (Word, Excel, PowerPoint) skills.
- Strong analytical and problem-solving ability; high ownership, follow-through and attention to detail.
- Clear verbal and written communication; confident interacting with leadership, plant teams and external stakeholders.
- Sound judgement, integrity and discretion; willingness to travel periodically to plant locations within Telangana, Andhra Pradesh and Tamil Nadu.

Ideal Candidate Profile

A seasoned engineer, typically in the late-30s to mid-40s bracket, with a decade or more in a manufacturing environment, now seeking a senior individual-contributor role with direct exposure to leadership decision-making — calm under pressure, structured, equally comfortable on the shop floor and boardroom. Longevity, loyalty and a low-ego, execution-oriented style will be valued.

Reporting & Work Details

- Reports to the Technical Advisor to the organisation, based at the Hyderabad head office, with periodic travel to plant locations.
- Compensation of approximately Rs. 1,50,000 per month, structured per organisational policy; final offer commensurate with the candidate's experience and current compensation.

Candidate Screening Questionnaire

The following questions are intended to guide the initial screening conversation with shortlisted candidates and to ensure alignment on experience, expectations and logistics before submission of the profile.

A. Experience & Technical Background

1. Please walk us through your total years of experience in steel / pipe / heavy engineering manufacturing, and specify the years spent in a role directly supporting senior leadership or a technical advisor.
2. What was your highest individual scope of technical responsibility in your current or most recent organisation (e.g., process areas, plants, or projects covered)?
3. Have you previously worked in an integrated steel manufacturing set-up with backward integration (sponge iron / billets through to finished pipe products)? Please describe the set-up.

B. Role Fit & Working Style

4. Describe a situation where you supported a senior leader or advisor by converting shop-floor issues into clear technical recommendations. What was the outcome?
5. How comfortable are you working as an individual contributor rather than in a people-management role, given this position does not carry a large reporting team?
6. Can you share an example of tracking a cross-functional technical project to closure across multiple departments or plant locations?

C. Location & Availability

7. Are you currently based in Hyderabad, or willing to relocate to Hyderabad for this role?
8. Are you willing and able to travel periodically to manufacturing locations in Telangana, Andhra Pradesh and Tamil Nadu, as required?
9. What is your current notice period, and earliest possible date of joining?

D. Compensation & Offer Alignment

10. What is your current fixed monthly / annual compensation, and how is it structured (fixed vs. variable)?
11. This position is budgeted at approximately Rs. 1,50,000 per month. Is this aligned with your current expectations, and would you require any specific negotiation on structure?
12. Do you have any other offers in process, and if so, at what stage?

E. Motivation & Additional Notes

13. What has prompted you to explore a change at this stage of your career?
14. Is there any reference or prior professional connection to the organisation or its promoter family that we should be aware of?