JD-FORMAT

|  |  |
| --- | --- |
| Organization Name  | LAVA International Ltd. (On the Payroll of Vision India Talent Foundation)  |
| Company URL  | [www.lavamobiles.com/](http://www.lavamobiles.com/)   |
| Industry Type (e.g. Retail / Hotel / BPO / Logistic)  | Manufacturing & Assembling of Mobile Components  |
| Designation / Job Profile  | NEEM Trainee (Only Male)  |
| No. of Positions / Vacancies  | 450 NEEM Positions: Male Candidates Only. (Till 20 Nov, 2020): Joining: Immediate  |
| Qualification Required  | Non-NEEM: * 12th Pass: (Minimum Aggregate Passing Percentage: 55%).
* ITI / Graduation Pass: (Minimum Aggregate Passing Percentage: 55%) NEEM:
* Graduation Pursuing Candidates
 |
| Location of the Job  | A-1/54, Sector-63, Noida-201301  |
| Experience  | Freshers  |
| Age Limit  | (18-24) Years  |
| Nature of the Job (Sales / Back End Support / Inbound / Outbound / Customer Services)  | Manufacturing & Assembling of Mobile Components.  |
| JD & KRA for the Candidates  | * Operational.
* Achieve the define target within desire time line which is given by his Shift Leader / Supervisor.
* Follow the specified work standard during carrying their Production Activities.
* Maintaining the 5s in their work place area.
* Follow the define safety standard, related to Product and Personnel.
* Maintain the Documentation Activities, (As, fill-up the Check Sheet, Preparing Report and keeping the record. (Shift basis and stage wise).
* Follow the define Quality Standard during Production Activities and made the defect free product.
* Controlling the Rejection. Also responsible to clear rejection (Process & Incoming Rejection.) From his stage shift basis.
* Follow the defined engineering process related to Product Assembling.
* Punctual on his work place.
* Participation in to innovation and continue improvements activities.
 |

|  |  |
| --- | --- |
|  |  Establish communication & be transparent with his superior.  |
| OJT Period (Training Period / Nesting Period)  | 3 Days Training  |
| Stipend Amount During Training  | Minimum Wages (Unskilled Category)  |
| Working Hours (Shift Timings)  | TBS  |
| Any Other requirement of Employer in terms of Traits / Any Other Specific Remarks  |  |   Candidates must be able to read Basic |             |
|   | English |  Common Aptitude Test which will |
| 1st Round:  |
| include Mathematics, Reasoning & Functional questions – 45 minutes. * 2nd Round: Speed Test in which at least 15 shapes to be filled out of 24 shapes in one minute.
* 3rd Round: Face 2 Face HR & Technical Round.
* Lava will not hire any candidates who are resident of areas which falls under under 400 KM.
* We will not recruit any local Male Candidates.
* Three days classroom training after joining then handover to shop Floor.
* Only MALE Candidates & Physically Fit candidates will be eligible.
* Basic Knowledge about the Electronics/ Electrical components.
* Ability to work as individual as well as Team
* Ability to work under pressure and stringent deadlines.
* Good learner & adopting nature.
* Flexible & positive attitude.
* 100% Physically Fit and energetic.
* Building relationship with others, (Team and his superior).
* Subsidized canteen facility.
* Won’t be in the position to hire pursuing candidates in any stream. So please consider only education completed candidates.
 |
|  | Kind Note: Associates who avails PG Facility and leaves the company within 90 Days / 3 Months of his joining, then company will adjust the PG |
| Charges from Stipend. |   |
| Salary CTC  | TBS  |
| Salary In Hand  | * 12th Pass: 9530+ 500 (Attendance Reward)
* Pursuing Graduation: 9530 + 500 (Attendance Reward)
* OT .61Rs Per Hours

  |
| Incentives (Yes / No) if yes, how much  | TBS  |
| Benefits (if any)  | 1 Time Food / Snacks Free during Working Hour  |
| Confirmation Period  | TBS  |
| PF / ESI Deduction (Yes / No)  | NO  |
| Dress Code (who will provide the Dress or any Deduction for the Dress Code)  | TBS  |
| Boarding / Loading / Meal Facility (Yes / No)  | TBS  |
| Mandatory Requisite’s (Driving License / Bike)  | TBS  |
| Date of Interview  | (Till 29 April To 01 may2022): for 250position  |
| Mode of Interview  | * Initial briefing by HR Representatives to all Participants / Candidates.
* 1st Round: Common Aptitude Test which will include Mathematics, Reasoning & Functional Questions–45 Minutes.
* 2nd Round: Speed Test in which at least 15 shapes to be filled out of 24 Shapes in 1 Minute.
* 3rd Round: Face 2 Face HR & Technical Round.
 |
| Date of revert expected from Centre SPOC  |   |
| Client SPOC Name & Designation  | Saurabh Tyagi (Supervisor)/ Abhishek Anand(BHR)  |
| Client SPOC Contact No.  | 8743943941  |
| Client SPOC Email ID  | Abhishek.aanand@vispl.net.in  |