Group: Information and Communication Technology
Designation: General Manager/Dy.General Manager
Location: Palanpur

Job responsibilities

- Continuously reviewing, recommending and facilitating change towards contextually relevant advanced computer technologies / applications with a futuristic outlook.
- Plan, supervise and monitor the work of the subordinate staff.
- Designing and managing computer system's network for better communication.
- Managing activities related to systems procurement, installation, operation and update.
- Ensure maximum installation of computer and users in the across the organisation in order to ensure online availability of data at the user level.
- Ensure seamless working/implementation of ERP, development of software programmes as per the need of the Milk Union or purchasing the software programmes which cannot be developed in-house.
- Ensuring round the clock access to computing resources within the organisation in the areas of hardware, software and operation of the systems.
- Ensure proper maintenance of the hardware and software through the contract.
- Design and prepare entire periodic management information system report for the organization activities, analyse and submit to the Managing Director facilitating management decisions.
- Collect, compile, analyse and generate reports and ensure timely submission of management information system reports to the concerned authorities.
- Communicate concerned department about deviation in data received from them.
- Ensure inspection and certification of raw material receipt through computerized system.
- Organize periodically orientation programmes for personnel in different functional areas involved in information report preparation and explain them the significance of such information/system.
- Maintain web page, servers, portal etc., of the organization.
- Defining the competencies for systems professionals, make development plans; facilitate them in getting equipped with requisite competencies for achieving the Group's and organisation's goals.
- Increasing and sustaining the impact of ICT through broadbase change management by developing, empowering and getting results through people, exploiting technology for business advantage of business partners/stake holders
- Any other duties assigned from time to time.

Technical Skills

- Data centre Management, Network Administrator, ERP Techno functional, Database Administrator (MS SQL Server), Project Management, .net

framework (C#, vb.net, asp.net), .net visual studio, Understanding of LANS/WANS; windows server environment; Microsoft exchange; internet information services; backup systems; network/workstation peripherals; print servers; firewalls, spam and antivirus hardware/software; classic ASP, VBScript, JavaScript, HTML, computer hardware.

General Management Skills

- Negotiation skills, communication and interpersonal skills, problem solving and decision making

Job Specifications

Educational Qualification:

B.Tech or MCA or equivalent/MBA (IT) or equivalent/IT field Experience

Experience:

- 12-15 years of post-qualification relevant experience.