



JOB DESCRIPTION

Doc No: HCL/HR/F/13

Rev No:00

Date of Issue:21/04/2025

Role Identifier

Job Title: Graduate Engineer Trainee (GET)

Business: Manufacturing

Deputation Location: Ludhiana

Band: Hero Cycles Limited

Reporting To: Manufacturing / Operations

Role Objective

To provide fresh engineering graduates with an opportunity to learn and develop technical and operational competencies in a manufacturing environment by supporting manufacturing operations, production planning, process improvement, quality assurance and continuous improvement initiatives.

The GET will receive practical exposure to manufacturing processes and work closely with cross-functional teams to understand shop-floor operations and contribute to productivity, quality, safety and process improvement.

Job Responsibilities

- Assist in day-to-day manufacturing and production activities.
- Monitor production processes and support achievement of production targets.
- Support machine utilization, line balancing and productivity improvement initiatives.
- Ensure adherence to quality standards, SOPs and safety guidelines.
- Coordinate with Production, Quality, Maintenance, PPC and SCM teams.
- Participate in Lean Manufacturing, 5S, Kaizen, TPM and continuous improvement initiatives.
- Collect and analyse production data and prepare daily MIS reports.
- Assist in root cause analysis of production issues and support corrective actions.
- Support new product trials and process validation activities.
- Maintain production records and relevant documentation.
- Learn and understand manufacturing processes, quality systems and operational best practices.
- Support process improvement and problem-solving activities on the shop floor.
- Participate in training and skill development programs.
- Perform other assignments as directed by the Reporting Manager.

Key Performance Indicators

- Strong analytical and problem-solving skills
- Training Completion
- Production Support Effectiveness
- Productivity Improvement
- Quality Compliance
- Safety Compliance
- 5S Implementation
- Kaizen Participation
- Timely MIS Reporting
- Process Improvement Contribution
- Learning & Skill Development



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Desired Position Qualification

- Strong analytical and problem-solving skills
- Strong fundamentals and technical understanding of manufacturing processes.
- Basic understanding of Lean Manufacturing, 5S, Kaizen and Quality Tools.
- Good analytical and problem-solving skills.
- Good communication and interpersonal skills.
- Ability to work effectively in a team and coordinate with cross-functional departments.
- Proficiency in MS Office, particularly Excel, PowerPoint and Word.
- Willingness to work in shifts and on the shop floor.
- Positive learning attitude with willingness to take up new challenges.
- Ability to adapt to a fast-paced manufacturing environment.

Desired Education Qualification

B.E./B.Tech. in:

- Mechanical Engineering
- Production Engineering
- Industrial Engineering
- Automobile Engineering
- Manufacturing Engineering
- Mechatronics Engineering

Eligibility:

- Freshers – 2025/2026 pass-outs.
- Candidates should have a strong academic and technical foundation.
- No prior work experience is required.
- Candidates should be willing to work at the Ludhiana manufacturing facility and in shifts, as required.