

# Job Role– (Manufacturing Generalist)

## About Elecbits

Elecbits is a tech-enabled B2B platform that helps Electronics Enterprises to go from an idea to a shelf ready, commercial Electronics Product. We cover the end-to-end intricacies involved in the Electronics product development & manufacturing cycle using 25+ micro-services on our platform.

We are proud to have worked with more than 100 eminent enterprises, digitizing their product development and manufacturing lifecycle. Some notable names are Ola Electric, Urban Company, Maruti Suzuki, Bosch, V-guard, Luminous, Phone pe, Escorts Kubota, Napino, etc. We are the largest B2B Electronics development and manufacturing platform of its kind, having more than 3000 global Electronics manufacturers and suppliers on our platform.

## Key Responsibilities

### Production Monitoring & Reporting:

- Track daily, weekly, and monthly production metrics across lines, shifts, and product categories.
- Develop and maintain real-time production dashboards and operational scorecards.
- Analyze variances against targets (output, yield, downtime, scrap) and recommend corrective actions.

### Planning, Forecasting & Workflow Management:

- Work closely with supply chain, procurement, and planning teams to maintain accurate production schedules.
- Support demand and capacity forecasting based on order pipeline, material availability, and machine utilization.
- Monitor workflow progression, identify bottlenecks, and escalate risks proactively.

### Performance & Process Analysis:

- Measure team and machine KPIs (OEE, cycle time, throughput) and report deviations.
- Provide data-driven insights to improve productivity, reduce waste, and enhance operational efficiency.
- Support monthly/quarterly business reviews with structured analyses and reports.

### Vendor & Hardware Partner Engagement:

- Build strong working relationships with hardware and equipment brands to ensure reliable support, maintenance, and upgrades.
- Identify new equipment, tool, or process improvement opportunities and convert them into actionable projects.
- Drive operational growth through smart upsell/cross-sell discussions that improve efficiency, reduce cost, or boost production capability.

### Cross-Functional Collaboration:

- Collaborate with Quality, Engineering, Supply Chain, and Finance to ensure alignment on production inputs and outputs.
- Work with IT/ERP teams to optimize manufacturing systems, data flows, and reporting automation.
- Coordinate with maintenance teams to ensure proactive machine care and minimized downtime.

## Why Join Us?

- We believe electronics is more than a field—it's the foundation of the future. From design to prototyping to production, we're reimagining how hardware companies innovate, collaborate, and scale.
- We're not just building a company—we're building the foundation for a global electronics revolution, with India at the forefront.
- So if you believe in the power of Electronics to change the world, and you're ready to build the infrastructure that makes it all possible—join us.

## Preferred Skills:-

1. 1–4 years of experience in sales tracking, sales operations, or a similar analytical role in B2B startups.
2. MBA in Sales/Marketing is mandatory from a Tier 1 or Tier 2.
3. Strong knowledge of CRM tools (e.g., Salesforce, Zoho, HubSpot) and reporting platforms (e.g., Power BI, Tableau, Excel).
4. Excellent analytical , logical and problem-solving skills.
5. Strong communication with high energy and stakeholder management abilities.
6. Proficiency in MS Office (Excel, PowerPoint, Word) and basic familiarity with CRM platforms (HubSpot, Zoho, etc.).

Job Type	City	Cost to Company
Permanent	Gurugram, Haryana	Negotiable

## How to apply?

Please mail your resume at [careers@elecbits.in](mailto:careers@elecbits.in) in the following format.

**Mail Subject: {{name}} - Application for {Manufacturing Generalist}**

Also, add the following details while mailing

**Total work experience as a {Profile Name}**

1-4 years

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**Date of joining**

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**Attach your latest resume**

## Be a part of our team that works toward Exponential growth:-

We are looking for immediate joiners with a maximum notice period of 1 month. This would be an in-office role for our Gurugram branch.