

## Operations Manager

### ABOUT SMART JOULES

- Smart Joules is a leader in energy efficiency services with a unique business model that delivers assured savings to its customers
- It is an early stage agile, fast-growing company funded by some of the large investors like **Asian Development Bank, TATA Capital, Sangam Ventures, Max Industries, Intelleventures, Mr. Saket Burman (Dabur Family), Mr. Nadir Godrej and 5 angel investors**
- Smart Joules has achieved
  - **35%** reduction on total energy consumption across all its clients till date, equivalent to the annual consumption of more than **15 Lakh** avg. Indian households
  - **1,13,254+ metric tons** of annual CO<sub>2</sub>-eq. emissions reduction from existing projects
  - Saved more than **INR 133 Crore** of energy
- Some of its clients includes renowned companies like Apollo, Fortis, CARE, KIMS, Aster, Amneal and LMW
- It has presence across **25+ cities throughout India & 1 international partnership in Indonesia**
- Some Recognitions include: **Champion of Change recognition from the Prime Minister's Office & Niti Aayog, 10+ National Awards from Ministry of Power & CII, International Award from German Energy Ministry, Multiple international grants and fellowships, 35+ media coverages**
- Business Offerings
  - JoulePAYS: Pay-as-you-save model offering guaranteed energy savings with 0 CapEx and 0 risk for existing buildings and factories

- JouleCOOL: Cooling-as-a-service (build-own-operate-maintain-analyse-optimize) model offering sustainable, convenient, quality and economical cooling for new buildings
- DeJoule: IoT platform technology with hardware and software to continuously identify and automatically eliminate operational energy wastage
- For more details, see:
  - This recent [5-minute pitch](#) about the business
  - [This interview](#) with Govind explaining our business
  - [This podcast](#) with Forbes discussing our business and growth plans
  - This video calling out to the type of people we are looking for and this one relating to our mission
  - Our [website](#) and [LinkedIn page](#) have additional information

## WHY SHOULD YOU BE A PART OF SMART JOULES?

### 1. 4X Individual Growth:

Very ambitious and goal driven management and team which targets to grow 318 times in next 7-8 years. If you are part of such a team, you will have to grow 4 times.

### 2. Market Leaders:

The market leader in their business segment in India and soon in the world

### 3. Contribute to Environment:

You contribute to the environment and society as a whole by being a part of journey to prevent 29 million tons of CO<sub>2</sub>eq emissions before 2030 by making energy saving simple, substantial and profitable for large buildings and factories

### 4. Develop Entrepreneurial Skills:

Empowers Each Team Member with a Sense of Ownership, Build a Positive Team and Family Spirit, Get Shit Done, Maintain a High Level of Transparency and Honesty, Be Passionate, Determined and Bold, Pursue Growth and Learning, Be Adventurous, Creative and Open-minded

### 5. Develop Cross Functional Skills:

You work across multidisciplinary teams and hence, develop your skills across various domains

### 6. Stable Business:

Although fast growing, Smart Joules is stable with revenue locked in for 7-10 years with highly credit-worthy clients for whom we create disproportionate ongoing value.

### 7. Profitable:

Company is profitable and more than doubled in last year. Moreover, in the COVID times also it gave increments to its employees.

## *About the Role: Operations Manager*

### **Role Summary**

1. As an Operations Manager in SmartJoules,overseeing the daily operations of Smart Joules, including project management, technical operations, and team management.
2. This is a role that will help shape the company's path to achieving our vision of efficiently managing the largest number of Joules in India by 2025. Specific responsibilities will be reviewed periodically and collectively with top management.

### 3. Reporting Structure – Heads of Operations

#### Responsibilities

| Responsibility Areas           | Responsibilities  |
|--------------------------------|---|
| <b>Systems &amp; Processes</b> | <ul style="list-style-type: none"> <li>Responsible for the design and reviewing the SOPs, standard practices including for HSE across the Operations organization and ensuring adherence of preventative maintenance.</li> </ul>  |
| <b>Customer Relationship</b>   | <ul style="list-style-type: none"> <li>Providing meaningful opportunities for Site Energy Engineers and Site Electricians from various sites to interact with each other to build empathy and support.</li> <li>Keeping client engineering teams updated and satisfied, and informed about their own contractual commitments towards Smart Joules.</li> <li>Managing site works of vendors and contractors.</li> <li>Conduct and/or help the Site Energy Engineer conduct small scale events and trainings on energy efficiency at client site</li> </ul>   |
| <b>Operations</b>              | <ul style="list-style-type: none"> <li>Setting daily energy savings targets based on weekly and monthly targets given by Senior Managers and enabling Site Energy Engineers to achieve the intended results.</li> <li>Executing periodic audits at our client sites to ensure our ECMs are performing as intended, and with the intention of discovering additional ECMs</li> <li>Providing constant support to Site Energy Engineers to ensure end-use assets and systems are performing efficiently.</li> <li>Take up the activities necessary to ensure achievement of the person-specific or department specific OKRs.</li> </ul> |
| <b>Energy Savings</b>          | <ul style="list-style-type: none"> <li>Responsible for ensuring the commitments to our clients on the savings front, the upkeep of the assets and client relationship.</li> <li>Overseeing the preventive maintenance and upkeep of the assets across the sites and guiding the team where there are chronic breakdowns.</li> </ul>   |

|                      |   |
|----------------------|---|
|                      | <ul style="list-style-type: none"> <li>Collaborate with the Analytics &amp; Central design team to find newer operations ECMs to generate further energy savings.</li> </ul>  |
| <b>Maintenance</b>   | <ul style="list-style-type: none"> <li>Managing execution of maintenance schedules prepared by Sr. Manager in coordination with Site Energy Engineers, contractors, vendors, and clients.</li> <li>Handling inventory management at sites efficiently, ensuring the availability of critical spares.</li> <li>Ensure the spares/consumables procured for maintenance activities are the best cost without compromising on quality.</li> <li>Ensuring vendors are executing all works under AMCs and Warranties in a timely and high-quality manner.</li> <li>Ensuring the data related to maintenance budget estimation is prepared and shared as and when required.</li> <li>Ensuring the maintenance is carried out within the allocated budget.</li> <li>Share all information related to critical breakdowns and client communication with the sr. management. Support the Site Engineers to address all breakdowns.</li> </ul> |
| <b>Documentation</b> | <ul style="list-style-type: none"> <li>Presenting and explaining monthly reports to clients to help them appreciate our work.</li> <li>Maintaining all site documentation as per Smart Joules' standards.</li> <li>Regularly documenting and sharing best practices and success stories from all sites with other Energy Managers and Site Energy Engineers.</li> </ul>   |
| <b>Leadership</b>    | <ul style="list-style-type: none"> <li>Contributions to regional planning in line with our goals and plans.</li> <li>Mentor and help the SEEs in undergoing training and technical development. Ensure the SEEs attend the training sessions organized by Smart Joules.</li> </ul>  |

### Skills & Experience Required

| Skill & Behavior /Experience Required | Requirement Detail  |
|---------------------------------------|---|
| <b>Experience</b>                     | <ul style="list-style-type: none"> <li>• At least 7-8+ Years of experience in operations and maintenance of HVAC in commercial buildings</li> <li>• Seasoned Leader with core expertise in HVAC Operations &amp; Maintenance and executed projects to keep enhancing the operational efficiency.</li> </ul>   |
| <b>Education</b>                      | <ul style="list-style-type: none"> <li>• Bachelor's Degree (Mechanical &amp; Electrical Engineering)</li> </ul>   |
| <b>Skills</b>                         | <ul style="list-style-type: none"> <li>• Basic computer skills (Web Search, Email, Word, Excel, PowerPoint) including document preparation.</li> <li>• Must speak English or Hindi (preferably both) and the local language spoken at their site location.</li> <li>• The role includes extensive travel- so should enjoy and be open for travel to the sites as per requirements.</li> </ul> |

\*\*\*\*\* End of Document \*\*\*\*\*