

Curriculum Vitae



AJAY PANDA

BSC-MATHS(T.Y)

+919586330489

Pandaajay932@gmail.com

WORK EXPERIENCE

Years

AGE

22

ABOUT ME

I am able to handle multiple tasks on a daily basis. I use a creative approach to problem solve. I am dependable person who is great at time management. I am hardworking and always the last to leave the office in the evening. I am motivated to go the gym before work to get fit and healthy. I have always read a bhagwatgita book.



Education

Bachelor Of Science(Maths)

J.N.M Patel Science College
Veer Narmad South Gujarat University
Surat,Gujarat

Graduated, 2021

Marks :- 62%

Division :- 1

10+2

Gurukrupa Vidya Sankul
GSEB Board
Surat,Gujarat

Pass, May 2018

Marks:- 58.09%

Division:- 2

10

Sunflower English High School
GSEB Board
Surat,Gujarat

Pass, May 2018

Marks :-63%

Division:- 1



Career Highlights

I wish to continue my efforts in the process of gathering Knowledge and looking forward to make my career successfully with the growth of Based Organization.



Computer Skills

- SAP
- Basic Computer
- Software:- MS OFFICE
- Programming Language:- CCC



Work Experience

- **MRF LIMITED COMPANY from 2021-present**

- **Responsibilities**

- Set daily/weekly/monthly objectives and communicate them to employees
- Organize workflow by assigning responsibilities and preparing schedules
- Oversee and coach employees
- Ensure the safe use of equipment and schedule regular maintenance
- Check production output according to specifications
- Submit reports on performance and progress
- Identify issues in efficiency and suggest improvements
- Train new employees on how to safely use machinery and follow procedures
- Enforce strict safety guidelines and company standards

- **Production Supervisor Job role:**

- SAP
- Workmen Handling
- Cost Reduction
- Safety, Quality and 1s2s audit check list
- To try to Reduce Power consumption.
- Daily Training regarding for Shop floor like How to maintain Equipment, how to maintain machine neat and clean
- Workmen Anomaly Clear daily basis

- **Requirements and skills**

- Proven experience as Production Supervisor or similar role

- Experience in using various types of manufacturing machinery and tools
- Advanced skills in MS Office
- Organizational and leadership abilities
- Communication and interpersonal skills
- Self-motivated with a results-driven approach
- Problem-solving skills

- Supervisor in Gautam classes for 2 year



Computer Proficiency

- Word 2017
- Excel 2017
- Power Point 2017
- SAP



Languages

- Hindi
- English
- Gujarati
- Odisha



Personal Interests

- Individual Sports(Running)
- Team Sports(Cricket)
- Extreme Sports
- Tech Hobbies(Maths)
- Games



Personal Details

Father's Name: Mr. Saroj Panda
Birthday: January 21, 1997
Gender: Male

Marital Status: Single
Nationality : Indian

Declaration

I, Ajay Panda, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

A rectangular box containing a handwritten signature in black ink that reads "Ajay Panda".

Ajay Panda

