

# RESUME

**Nitin Kumar**

**29/09/1994**

**Contact**

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## Objective

To obtain a responsible position in an organization where I can use my skills which can add value in company growth & continual growth in my knowledge and of the organization.



## Experience.

**June 2017 – Present     Executive**

**Apollo Tyres Limited. Vadodara**

- Manpower allocation as per section
- Ensure the smooth follow up of planning schedule
- Checking of process parameter to ensure that the process in control
- Communicate to planning and maintenance department in case of equipment failure
- Inputs for preventive maintenance like: process Audit, 5S, safety Audit, machine Audit
- Updating of records at the end or in between the shift
- Ensure SAP of production and all details manpower
- Analysis of the losses, Quality equipment
- Find out root cause and corrective and preventive actions
- Enhancing knowledge of team member by training them by spending time with them and by teaching them
- Record generation/documentation
- Quality circle
- Handing over the process/activities by highlighting to the point/process taken the following:
  - Accident report making
  - Follow the non-confirmative product disposal procedure

**Jan – Dec,2016**

## **Apprenticeship**

Bharat Electronics limited (Ministry of defense)

### **🎓 Education**

- Master in business administrative – Running
- Bachelor of commerce
- Diploma in Mechanical Engineering (3years)  
Government polytechnic Srinagar (Uttarakhand)  
Percentage – 71.54 %

### **✂ knowledge and Key skills**

- Knowledge of BIAS and Radial technology
- Knowledge of BBS, Quality system, OEE, 5'S, FMEA, FIFO, IMS, Safety
- Knowledge of five core tools of Quality and 7QC tools
- Knowledge of tyre production and usage of material handling equipment
- Functional skills- SAP, PIBS, MS office- Word, excel, PowerPoint

### **🏆 Achievement**

- Certificate of FMEA
- Certificate of QCFI quality circle competition
- Employee of month
- Winner of safety competition

### **👤 Personal Info**

- |                           |  |
|---------------------------|--|
| • Dob                     | 29/09/1994   |
| • Languages               | Hindi, English                                     |
| • Hobbies                 | Chess, reading books                               |
| • Behavioral competencies | Communication, creativity,<br>Interpersonal skills |

**Declaration**

I hereby declare that above information is correct to the best of my knowledge and belief.

**Place- Vadodara (Gujrat)**

**(Nitin Kumar)**