Rohtak, Haryana, India - 124111



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**PERSONAL**

**INFORMATION**

**PROFILE SUMMARY**

**WORK EXPERIENCE**

March 2019 – Till Now.

Nov-2016 – March-2019

**Curriculum vitae**

Name – Parveen Nehra

D.O.B – 07 Sep 1990

Marital Status – Married

• Mechanical Graduate with 9 years of rich experience in Manufacturing & Assembly, Green Field projects, product development. Strong abilities in managing technically advanced, cost-efficient and state of the art production systems.
• Resourceful at straitening techniques for maximum utilization of manpower/machinery, providing supervision, co-ordination and managing the day-to-day operations of all specialized services and utilities
• Proven abilities to enhance the production & process operations optimize resource & capacity utilization; escalate productivity & operational efficiency ; while curtailing costs & expenses.



Deputy Manager, Production

**Sunbeam Auto Pvt. Ltd.-V** [**(Web Link)**](http://www.sunbeamauto.com/sfacilities.php?id=2)

* Effective shift planning based on manpower allocation and inventory planning in coordination with Production In-charge to achieve production targets
* Send inventory requirements to Stores and Purchase department and follow up with stores and purchase to ensure timely receipt of material (Spares, Consumables)
* Responsible for conducting internal audit in compliance with IATF 16949:2016 for the manufacturing section.
* Responsible for handling customer audits and Certification audits
* Responsible for NVAA reduction & shop floor improvements through Kaizens
* Responsible to attained project meeting.
* Responsible for on the job training to the workers so that the work performance and the skill level improves.
* Responsible for working with other sections in effective closure for complaints & Non- conformance raised during customer audits, internal audits using core tools like 8D, 4M, 7QC, Why-Why analysis, 3G... etc.
* Involved in Business development activities for Maruti Suzuki.

Senior Engineer, Production

 **Egelhof Controls India Pvt. Ltd** [**(Web Link)**](https://www.egelhof.com/egelhof/us/)

* Work as Shift In charge.
* Active member of cost-reduction, problem solving team.
* On Job training to line leader & Associates.
* Working on cycle time reduction project base trials.
* Responsible for rejection analysis.
* Overall Equipment Effectiveness analysis.
* Responsible for manpower allotment per machine as per their skill.
* Responsible for shop floor improvements with shop floor visualization.
* Review & Monitoring of daily basis data Like Operator & Machine performance.
* Consumable Cost Monitoring.
* Responsible for all areas of manufacturing & TXV assembly Line.
* Defects analysis and action plans with Full Proofing of the process.
* To encourage the Associates to improve their process to make 0% defect area.
* Video analysis of operations and identifying the non-value added activities and removing them through kaizen activities.
* Preparation of Monthly M.I.S.
* Planning of monthly and day wise production goals, improvements in
* Responsible to achieve production & rejection as per target.

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Aug 2013 – Nov 2016

EDUCATION & TRAINING

Sep-20

Mar-2019

Mar-2017

Aug-2013

Jun-2010

Mar-2008

Mar-2006

PERSONAL SKILLS

Mother Tongue(s)

Other Languages

Key member of WCM (World Class Manufacturing)

Job-related skills

Location :………..

Date: ……/……./………..

Engineer, Production

**Micro Turner – III** [**(Web Link)**](http://microturners.co.in/)

* Working as team leader in Section
* Responsible for manpower management & 5S.
* Ensure productivity of process with respect to production plan.
* Attend daily meeting with supply module for daily production plan & material availability.
* Working with other members to solve quality problems
* Learning about management systems like ISO 9001:2008, ISO/TS etc.



* Awarded with Internal Auditor Certificate (IATF 16949: 2016)
* Training on VMC Programming.
* Training on 5S, 3G, 3M & 3Nahi.
* Bachelor of technology in Mechanical engineering with 74 %.
* Poly technique in Mechanical engineering with 73 %.
* 12th from Jat HMASI Rohtak, (HBSE) with 1ST division.
* 10th from Aray Model Sr. Sec. School with 1st division



Hindi

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Understanding** | **Speaking** | **Writing** |
|  |  |  |  |  |
|  | **Listening** | **Reading** | **Interaction** |  |
|  |  |  |  |  |
| **English** | Fluent | Fluent | Fluent | Fluent |
|  |  |  |  |  |

* 3M (Muri, Mura, Muda) – To keep track of the ergonomic condition and wastage of time on workstations and removing the time wastage through 3M concept.
* Quality Matrix- To keep track of top defect through Pareto Sheet and to eliminate the root cause from the process.
* OPL & SOP – Making one-point lesion and standard operating procedure.
* Visual Management –Maintaining the visual identification on the work station.
* NVVA Reduction – Video analysis of operation and identifying the Non-valve added activities and removing them through kaizen activities.
* Knowledge of CNC-Turning & VMC Programming (Fanuc Control & Brother Control)
* Knowledge of Tooling of CNC-TURNING & VMC Machine
* Sound knowledge of process documentations, change management, APQP, PPAP, MSA, SPC & PFMEA documents.
* To maintain and Implement 5S, KAIZEN, FIFO, POKA-YOKE on shop floor.
* Sound knowledge of lean manufacturing,7 QC, GD&T, 3C’s Concept, manpower planning, line balancing trough Takt-Time, Layout planning, OEE.
* Documentation like Hourly Production Report, Rejection Monitoring, VSM, T.P.M, Skill Matrix.
* To attained project meeting.
* Monitoring of all activity on shop floor.
* Adept in implementing cost measure to achieve substantial reduction.

**Parveen Nehra**

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