



# Arunava Malakar

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Mira Bazar, Plassey, Nadia, West Bengal - 741156

## OBJECTIVE

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To perceive a career in a renowned firm with dedicated efforts and to associate myself with an organization that gives me a chance to update my knowledge.

## EXPERIENCE

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15.04.2019

- Present

- **Engineer - Technical Records**

flydocs

1. Maintain and manage records associated with the maintenance management or operation of airlines.
2. Audit of Engine LLPs, Landing Gear LLPs, Engine QECs, Landing Gear QECs, Review of AD compliance records against requirements, contractual requirements & AD status listing provided by the client to ensure compliance with contractual return conditions.
3. Support the performance of Airworthiness Reviews process to ensure correct availability of back to birth records for Continuing Airworthiness.
4. Assist in records management and documents based on Month Year Checks, ADs, SBs, Repairs, App Certs, Tech logs, Cabin Logs etc.
5. Co-ordination with international specialist team to provide successful lease returns for the clients Examine physical inspection of repairs with approved record directives by EASA/FAA.
6. Certify aircraft records are airworthy in accordance with aviation standards between client and lease requirements.
7. Continuous monitoring on AMOS, Stream and other Aviation related software to track last compliance details, Modification Control Reports, Current Statutes, Utilization Reports and components reports.
8. Identify and resolve discrepancies in technical records and traceability documents.
9. Ensure errorless delivery of Projects within timeline of deliverables and prepare Standard Reports for clients in Microsoft Excel, Word, PowerPoint.
10. Transforming unstructured complex Aircraft Technical Records for Digitization and performed Maintenance records Auditing and Structural Repairs Indexing, Hard time & OCCM indexing.
11. Supporting End of Lease and Technical Acceptance Services as per Return condition.

## TRAINING

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- **Gujarat Flying Club**

**Duration:** 10.10.2018 - 13.04.2019

**Designation:** Technician

- **Chimes Aviation Academy**

**Duration:** 06.06.2016 - 05.07.2016

**Designation:** Technician

- **Hindustan Aeronautics Limited**

**Duration:** 19.07.2017 - 03.08.2017

**Designation:** Technician

## EDUCATION

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- 2018 • **B.tech (Aeronautical)**  
Swami Vivekanand University  
65.30
- 2014 • **HSE**  
BHSE Delhi  
69.70
- 2012 • **SSE**  
WBBSE  
60

## PROJECTS

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- **Data Migration**  
**Onsite digitally data migration**  
**Client:** Flynas (Riyadh, Saudi Arabia)  
**Result:** Improve the consistency, gain knowledge about Aircraft Data, Team management.

## PERSONAL DETAILS

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- Date of Birth : 19.09.1996
- Marital Status : Single
- Nationality : Indian
- Gender : Male

## SKILLS

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1. Focused: Quick learner,  
Strategically prioritizes work,  
Committed.

2. Leadership Ability/Humble: Strong  
communicator, Decision-maker,  
Collaborative, Respectful, Receptive,  
Agile, Eager to learn.

3. Problem solver: Analytical-minded,  
Challenges existing processes,  
Critical thinker.

4. Technical/Digital savvy: (Amos,  
Stream, MS Office, Pivot, Graphs/Pie  
charts & Macro tools)

## INTERESTS

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- Listening songs, Strength training, Learning programming language, Internet Surfing

## LANGUAGES

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- Bengali (Native)
- Hindi (Full Professional Proficiency)
- English (Full Professional Proficiency)

## CERTIFICATE

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- Diploma in Software development
- Information Technology application

## DECLARATION

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- I hereby declare that all the information given herein is true to the best of my knowledge & belief.

*Arunava Malakar*

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