Kirit A Patel

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| **Career Objective** | | | | | | | |
| To work in professional team oriented environment where I could ***capitalize on my technical knowledge and practical skills*** to achieve the Organizational objectives. | | | | | | | |
| **Education** | | | | | | | |
| **Degree/Program** | | **Year** | **Institution** | | | | |
| MSc (Organic Chemistry) | | 1984 | S.P. UNIVERSITY (V.V. Nagar), Anand | | | | |
| B.Sc | | 1982 | M.B. Patel SCIENCE COLLEGE, Anand | | | | |
| **Work Experience** | **Employers** | | | **From** | **To** | **Designation** | **Reporting To** |
|  | ***Swiss Parenterals Pvt Ltd.*** | | | 04-12-09 | Till Date | G.M (Production) | Managing Director |
|  | **Astral Pharmaceuticals, Vadodara.** | | | 08-05-'08 | 30-11-09 | Sr. Manager | CEO | |
| **Relish Pharmaceuticals Ltd, Santej (A’bad)** | | | 24-08-'07 | 06-05-'08 | Deputy General Manger | Managing Director | | |
| **Cadila Pharmaceuticals Ltd, Dholka.** | | | 12-10-'01 | 09-08-'07 | Sr. Manager | GM Technical | | |
| **Relish Pharmaceuticals Ltd. Santej (A’bad).** | | | 03-12-'99 | 08-10-'01 | Production Manager | Technical Director | | |
| **PFIZER LTD., Ankleshwar.** | | | 27-12-'88 | 27-11-‘99 | Officer | Plant Manager | | |
| **MJ Pharmaceuticals, Halol.** | | | 22-07-‘88 | 21-12-‘88 | Jr. Production Officer | Production Manager | | |
| **Euphoric Drug Ltd.(Sister Concern Of Pfizer)** | | | 03-02-‘86 | 12-07-‘88 | Asst. Chemist | Production Manager | | |
|  | **Previous Job Profile** | | | | | | |
| **Monthly basis** | * Scheduling for delivery of goods for domestic and export market. * Preparation of **machine coding plan** as per the given schedule. * Man power delegation, Calculation of approx. no. of man power required to execute the given plan, and submission of it to the HR dept. * Preparation of **preventive maintenance programme** and co-ordination with engineering and to **ensure smooth functioning** and minimum down-time. | | | | | | |
| **Weekly Basis** | * On the basis of monthly production plan to ensure availability of packing material and prepare weekly production plan. * To conduct **Training Programme for Supervisors** and **Workers in Co-ordination with HR**. * To ensure **proper indenting of rubber stereos**. * Meeting with QC packaging **to resolve** online packing machine related issue. | | | | | | |
| **Day to Day Basis** | * To co-ordinate with the HR Dept. For allocation of required MP to execute day to day plan. * To ensure proper allocation of operator and supervisor as per their skill. * To monitor **Shift output**. * To ensure smooth functioning of dept. * To prepare shift wise planning on the basis of weekly plan and to ensure proper execution of it. * Co-ordination with **Supply chain**, **Warehouse**, **Mfg. Dept.**, **QC**, **QA**, and **dispatch Dept**. * To sign completed **BMR, BPR, MMD II** (**MASTER PACKING DOCUMENT**). * To suggest the method of cost cutting, yield improvement to management. * To conduct interview for technical staff. * To ensure that SOP are reviewed at proper time. * To ensure online maintenance of documents like **Log Record**, **Temperature and RH% Control**, **Cleaning records**. | | | | | | |
| **Professional Profile** | **Present Job Profile** | | | | | | | | |
|  | * To prepare the Production plan and ensuring for executing of same by providing all necessary supports to run the department smoothly and to achieved targeted output. * To ensure that all aseptic practices are followed strictly to produce Good quality products. * Co-Ordination with Quality Control, Production and Maintenance Department to achieve Monthly Production Targets. * To ensure proper indenting and required items through purchase and finance dept. * Organizing meeting with different Parties for Loan License work for the Month follow. * To make Presentations and explain about Company’s Functions during visit of different technical and other visitors. * To ensure online maintenance of documents like **Log record**, **Temperature and % RH Control**, **Cleaning record** & **Training Records**. * To ensure that **SOP** are reviewed at proper time. | | | | | | | | |
|  | **Professional Experience** | | | | | | | | |
| * Have got 26 years of RICH PROFESIONAL EXPERIENCE. Have worked in the vicinity right from production chemist to Plant head. * Have worked with almost all technical areas like **Liquid**, **Tablets**, **Injectables** and **Packaging**. * As a plant head, **I have handled activity of Engineering Dept.**, **R.M/P.M. Store Production/Packing Activity**. * Have successfully faced foreign audits like **MHRA** (UK), **ANVISA** (BRAZIL), **MCC** (SOUTH AFRICA), **WHO**, **TGA** (AUSTRALIA), **MCC** (ZIMBABWE) and such other important audits. | | | | | | | | |
| **Computer Proficiency** | * Proficient in MS- Office applications & Internet applications. | | | | | | |
| **Annual Income** | * Existing: 12 Lakhs/annum. (Free Medical + Free transportation ) [Cost to Company – 14 Lakhs/annum] * Expected : Negotiable | | | | | | |
| **Personal Information** | * Date of Birth : 01/06/1961 * Nationality : Indian * Passport no. : G7293971 * Marital Status : Married | | | | | | |
| **Declaration** | | | | | | | |
|  | I hereby declare that all information given above is true, correct and complete to the best of my knowledge and belief. | | | | | | |
| **DATE: 03-02-2012 Kirit A Patel \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | |