



GAURAV PARASHAR

Order fulfillment, Project
Coordinator, Project Management, Scrum
Master certified by Udemy.



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EDUCATION

B.E. from RGPV, IGEC, Sagar, M.P. in
2008

CORE COMPETENCE

- Order Fulfillment
- Project Management
- Project Coordination
- Contract Management
- Innovation/Cost Reduction
- Team Building & Leadership
- Contract & Commercial

IT SKILLS

MS Office, Excel, SAP MM, Primavera
P6.

NOTABLE ACCOMPLISHMENTS ACROSS THE CAREER

- Recognised as the first person as Lead Manager who managed the Pump Project in MSPVL under jurisdictions of MGVCCL and DGVCL SKY scheme of state of Gujarat 2 MW Solar Pump successfully commissioned
- Worked as Lead Manager Successfully commissioned the 50 MW solar power plant on schedule time
- Worked as Lead Manager and completed the Execution and Commissioning of 220 KVA transmission line and 66 kV Substation

PROFILE SUMMARY

Strategic Professional with over 11 years of experience in establishing order fulfillment, project coordination and project management professional to increase operational readiness and support.

- Spearheading entire functions of supply planning strategy, product availability, demand & supply planning and order management
- Highly skilled in enhancing supplier operational performance, reducing costs and improving lead times through effective integration of price, quality, inventory positioning & operational considerations
- Pioneered all aspects of project including in-house engineering, interfaces, administration functions by contractors and consultants throughout the design, supply, construction and commissioning phases of the projects
- Expertise in developing procedures for entire materials function, curtailing inventory-holding expenses, reducing inventory in stores and facilitating removal of non-moving inventory
- Directed project from commencement to completion, brought the project running behind schedule back on track and created & presented an excellent image of the company.
- Developed **Module & BOS Materials for:-**
 - 67 MW EESL Project at various location of Maharashtra.
 - 96 MW SCCL Project phase -2 of Hyderabad Telangana
 - 12 MW MSEDCL Pump Project at various locations of Maharashtra.
 - 10 MW Internal Projects at various Location of Gujarat.
- Developed **Projects-**
 - Project execution and Project coordination of 2 MW Pump project at various Location of Gujarat under jurisdiction of MGVCCL & DGVCL.
 - Project execution and Project coordination of 50 MW ground-mounted project execution at Bidar Karnataka.
 - Project execution and Project coordination of 1.2 GW Solar Manufacturing unit at Mundra Gujarat and Material planning
 - Project execution and Project coordination of 2 x660 Super critical Thermal power plant at Kawai Rajasthan.
- An effective leader with excellent communication, negotiation and relationship building skills

WORK EXPERIENCE

Since May'15 Mundra Solar PV Limited Current Working as Deputy Manager

Key Result Areas:

- Currently managing the material supply planning of Solar Pump Project of 10 MW MSEDCL Pump Projects & 14 MW Internal Airport Project
- Managing the Order Fulfillment, Contract & Project Management & Procurement
- Liaising with the Engineering Team, Techno Team & Inter-Department for material clearance and to achieve the target schedule.

- Worked as Lead Manager completed the Execution Commissioning of RMU

TRAININGS

- One Week Training on HV/MV Switchgear and Transformers at ABB Vadodara
- Three days of Training on Transformers at CGL, Mumbai
- Three days Training on Finance for Non-Finance Executives at Mundra
- Three Week Training on Switchyard & Distribution Network at MPEB Sagar
- One Week Training on Induction and Soft Skill at Adani Management Development Centre, Mundra

EXTRACURRICULAR ACTIVITIES

- Took part in state-level 1500 Mtr running race in interschool
 - Emerged as Winner & Runner Up in various chess competitions at the College Level & Group level
- NCC "A" level certificate holder.

CERTIFICATION

- Diploma in operation management
- Certificate in Scrum Master certified (CSM) recognized by Udemy
- Certificate in Agile Scrum Management + Kanban recognized by Udemy
 - Certificate in ISO 45001:2018 Occupational Health & Safety Management recognized by Udemy

- Monitoring the materials supply in line with project requirements to achieve the schedule target of the project commissioning.
- Working with internal stakeholders (Sales, Project Team, Techno commercial team, Engineering Team) and suppliers and our clients like- Transco, SCCL and MSEDCL to ensure a seamless supply of products.
- Ensuring projects are delivered on- time, within the scope, and within budget
- Improving the relationship with the client and all the stakeholders
- Mentoring the team to follow the group safety & quality policy and guided them for best safety and quality practice
- Review the claim documents ,Tax Invoices and other documents submitted by OEMS for billing for the project work in SAP Ariba/Hana environment, hand on experience on MM module like STO creation, GRN its consumption booking, Track stock in transit, GR IR report creation,SES, and PR creation Track and record Budget vs. Actual.
- Timely maintenance of Milestone claim tracker of projects.
- MIS on the project and preparation of Monthly cash flow of projects.
- Maintain records as required for ISO audits.
- Interaction with account and finance team for periodic reconciliation of vendors and also hand on experience of creation and validation of vendor reconciliation.
- Liaising with the supplier and site team to ensure the proper supply in time without any damage and safety and with zero ideal charges
- Monitoring the submission of CPBG,PBG, and CG as per company policy and arranging extension ,deviation amendment from the supplier if any.Taking approvals with internal stakeholders (Legal Team, Techno commercial team, Finance Team).

Since Sep'18-Mar'20- Streamlined material supply planning over 185 MW and Managed the activity of Order Fulfillment, Contract & Project Management ,Worked as Assistant Manager

Key Result Areas:

- Streamlined the material supply planning of Solar Project 67 MW EESL Project at various locations of Maharashtra
- Streamlined the material supply planning of Solar Project of 96 MW SCCL Project phase -2 at Various Locations of Hyderabad Telangana
- As Lead Manager Streamlined the project Pump Project in MSPVL under jurisdictions of MGVCCL and DGVCL under SKY scheme of state of Gujarat 2 MW Solar Pump successfully commissioned.
- Streamlined the material supply planning of Solar Project of 10 MW Interal Project at Various Locations of Gujarat.
- Streamlined the material supply planning of Solar Project of 12 MW of MSDECL solar pump project at Various Locations of Maharashtra.
- Conducted the supply planning and scheduling as per the job activity to achieve the target date of completion of the project.
- Projects had delivered on- time, within the scope, and within approved budget.
- Coordinate with the Engineering Team, Techno Team & Inter-Department for material clearance and to achieve the target schedule.
- Monitoained the materials supply in line with project requirements to achieve the schedule target of the project commissioning.
- Mentored & Maintained the team to follow the group safety & quality policy and guided them for best safety and quality practice.
- Mentored & Maintained supply Inward & Outward records as required for ISO audits.
- Maintained CPBG,PBG & CG records as required for internal & external audits.

- Certificate in Contract Delays and Claims with P6 recongnized by Udemy
- Certificate in Project Management with P6
- Certificate in Contracts Management in Constuction Projects recongnized by Udemy
- Certificate in Negotiating and Contracting in Procurement and Supply recongnized by Udemy
- Certificate in Request for quotation,Prepare and run great tender recongnized by Udemy
- recongnized by Udemy
- Completed Two Basic Course of 6 Sigma Yellow Belt
- Certificate in 6 sigma quality tool
 - Participated in project management fundamental bootcamp CAPM,PMP.
 - Took active part in bootcamp Scram Master PSM Level 1 and 2.
 - Certificate in Project Management Introduction
 - Certificate in Project initiationand planning
 - Managing project work

PERSONAL DETAILS

Date of Birth: 4th March 1985

Languages Known: English & Hindi

Aug'17-Sep'18 Project Execution of 50 MW Solar Power Plant Project in Maskal, Bidar, Karnataka, India as Sr.Engineer

Key Result Areas:

- Streamlined the project monitoring and site execution **of 50 MW solar power project working as Lead Engineer**
- Formulated detailed project plan to monitor and track progress
- Led the project monitoring and site execution for an electrical package for **50 MW solar power plant**
- Liaised with the Engineering, Project Management Team for execution of the project
- Conducted the project monitoring and execution of **50 MW plant as per the schedule**
- Steered the day-to-day activity aspects of a project and act as a SPOC for any escalation for Plant side activity
- Conducted the project planning and scheduling as per the job activity to achieve the target date of completion of the project

May'15–Aug'17 Project execution and Project coordination of 1.2 GW Solar Manufacturing unit at Mundra Gujarat and Material planning ,Worked as Sr.Engineer

Key Result Areas:

- Conducted the project monitoring & site execution of Solar Manufacturing Plant
- Steered the planning and coordinating with vendor and inter-department for smooth execution of the project to achieve completion target schedule.
- Liaised with Engineering Team for releasing the drawing and plant layout related to the electrical system for execution
- Led the erection, testing, and commissioning of:-
 - 220 KV transmission line
 - 66 Kv Substation and 33 KV Bay Extension
 - Laying of 11 and 66 KV HT cables,
 - ITC of RMU
 - 2.5 MVA Dry Type Transformer, 11/33 KV HT switchgear,
- Adhered to Adani Group Safety and quality policy for site executions

May'10-May'15 Site Execution of 2X660MW Thermal Power Plant at Kawai Adani Power Rajasthan Ltd. Worked as –Jr.Engg/Assoc. Engg/Engineer

Key Result Areas:

- Collaborated with Sub-Division & Division Discom and Local Person for 46 Km 33 KV transmission line for water Intake system.
- Managed the responsibilities of Shift Engineer in 33/11 Kv Construction Power Substation
- Assited to Project Manager to maintain records as required for ISO audits.
- Assited to Project Manager to streamlined the material supply planning of BOP & BTG.
- Led the erection, testing, and commissioning of:-
 - ITC of 33/11 Kv Substation.
 - ITC of 33 Kv Transmission Line
 - 3X1500 Kva DG –Set to maintain Emergency Power
 - Battery capacity 175 AH to 1750 AH Battery & its Battery charger
 - ETP and STP at various locations of Power Plant
 - ITC of 2.5 MVA Oil type Transformer.
 - ITC of IPBD,NSPBD.