

CURRICULUM VITAE

SUTHAR GOPAL

Address : KHANDERAVPURA (P.O)
KADI (Taluka)
MEHSANA (Dist.)
PIN – 382115

(M): 9737567123, 7874340991
E-Mail:gopalsuthar9999@gmail.com

OBJECTIVE:

To work and co-operative with organization to deliver quality product to customer.

QUALIFICATION :

B.Com - Gujarat University, April, 2005.

CERTIFICATIONS :

M.S. Office, Tally 5.4.

1), PRESENT EMPLOYER :

M/s, STEEL STRONG VALVES (I) PRIVATE LIMITED, SANAND,
Ahmedabad.

Designation: - Head - Document Controller.

Duration: - April 2012 to till date - 6 Years.

Functional Area:- Production Quality, Marketing/Planning/Documents.

2), PREVIOUS EMPLOYER :

M/s. CANDID INFORMATIC PRIVATE LIMITED, Ahmedabad.

Designation: - Executive –Computer operator

Duration :- April 2007 to March 2012 .- 5 Years

Role:- Development activities of the organization, Payments, Records & controls of all staff- documents .

EXPERIENCE:

PRODUCTS: Manufacturing of Industrial Valves, & valve Components and severing any type of valve cast Gate, Globe, Check, Dual Plate Check Valves, Woofer Type, Ball Valve Forged Steel Valve, Valve with Wrench, Hindered and Motor Operations.

KEY SKILLS:: Quality, Computer, Software Operation, Documents Preparation in line with customer Purchase Orders, International Standards ISO 9001, API 598, API 600, API Spec. Q1, DIN, NDT-RT, UT, PT-MT, etc., and Specifications, customer requirements.

SKILLS USED:-

Inspection of Castings, Machined casting & components, verification of packing, verification & Conformations inline with Procedure and Quality documents and Preparation of relevant Report & Documents.

PROJECT DETAILS:-

Manufacture & Valves to the Approval body-DNV & TUV NORD.

ROLE DESCRIPTION:-

To ensure Quality aspect of the product- valves, preparation of documents & Welder qualification (WPS,PQR) documents, external inspection, packing & delivery.

RESPONBILITY:-

- Responsible of Preparation of MTC & Back up documents based on P.O.
- Preparation of calibration due list for gauges of every month.
- Scanning the Prepared documents & retrieval of documents both soft copy & hard copy and records.
- Submission of document to relevant departments & the sending the documents through systems & courier.
- Handling TPI-Llodys, BPCL, DNV, BVIS, PDIL, ABS,TUV etc.

PERSONAL DETAILS

Date of Birth : 03/02/1984
Father's Name : Suthar Kanubahi Prabhudas
Gender : Male
Marital Status : Single
Mother Tongue : Gujarati
Religion : Hindu
Nationality : Indian
Languages Known : English, Hindi, Gujarati

Date:

Your's faithfully,

Place:

(GOPAL SUTHAR)