SHUVADIP NASKAR

Date of birth: 06-08-2000 | **Contact Number:** +91 7679329831 | **Current location:** Pune

Email address: shuvadip237@gmail.com | **Portfolio url:** https://shuvadipnaskar.github.io

OBJECTIVE:

To obtain a challenging position where I can leverage my expertise in Excel automation, VBA scripting, AI integration, and Data management to streamline business processes, reduce manual workload, and contribute to organizational efficiency through smart, scalable solutions, while continuously learning and evolving professionally.

WORK EXPERIENCE:

Operations Apprentice:

Varroc Engineering Ltd. – Pune, India (August2021 – August 2023)

- Gained hands-on experience in electrical assembly.
- Gained experience in TPM, 5s, and other Lean manufacturing methodologies.
- Assisted with store and dispatch coordination.

Operations Trainee:

Sigma Engineered Solutions – Pune, India (September 2023 – Present)

- Develop Custom Excel tools integrated with VBA to automate manual processes.
- Responsible for Kanban inventory process, managing stock movement.
- Coordinate with the store to request materials and ensure timely availability.
- Assisting in weekly plan management.
- Learned foundational Excel and automation skills, which led to later tool development.
- Autonomous maintenance and 5s initiatives are actively supported.

PROJECTS:

1. Automated Weekly Plan Manager:
   - A fully automated workbook was developed for managing weekly production data using optimised VBA, reducing manual effort by over 80%.
   - A user-friendly GUI was designed to simplify data entry and plan tracking.
   - Dynamic logic was implemented to calculate weekly plans, completions, and remaining units.
   - Instant lookup features for date codes, file paths and Master files were introduced.
   - An automated export system was added to consolidate data into the yearly production tracker.
   - The capability to hyperlink hundreds of PDFs into worksheet cells was implemented, enabling rapid access and streamlining documentation workflow.
2. Kanban requisition system:
   - A multi-step Kanban requisition process was automated through a single-click VBA solution.
   - Data filtering, file creation with the current date, and email preparation were completed within seconds through automation.
   - Recipient details and message body were auto filled, reducing human error and saving administrative time.
   - Manual steps such as Pivot Table refresh and copy paste operations were eliminated.

3. Dynamic Kanban Tag & ID Generator:
    - A scalable tag and ID generation tool was developed using VBA to replace the limited manual template process.
    - Required tag quantities were calculated dynamically from a master database.
    - Automated print settings and layout formatting were included for efficient multi-ID output.
    - Generation time for multiple quantities of tags and IDs was reduced from hours to seconds, significantly improving workflow.

EDUCATIONAL QUALIFICATION:

- Diploma in Electrical Engineering – JLD Collage of Engineering & Management (2019-2021)

ACHIEVEMENTS:

- Best attendance award – Sigma Engineered Solutions.
- Best Kaizen awards – Sigma Engineered Solutions.

SKILLS:

- Excel VBA automation
- Advanced Excel (Formulas, Pivot Tables, Data validation)
- Workflow Optimization
- Outlook integration
- Data Management
- UI design in Excel
- Basic HTML and CSS

STRENGTHS:

- Fast learner and adoptable
- Detail-oriented and analytical mindset
- Strong critical thinking skills
- Able to work independently with minimal supervision
- Effective communication and documentation.
- Co-operative & believes in teamwork.

PERSONAL DETAILS:

Nationality:	Indian
Hobbies:	Ai integration in everyday processes, Literary exploration
Permanent Address:	Village – Fatepur, P.O – Fatepur, P.S – Falta, District – South 24 PGS, State – West Bengal, Pin Code – 743513
Current Address:	Locality – Balaji Nagar, City – Chakan, Dist. – Pune, State – Maharashtra, Pin Code – 410501
Language known:	English, Bengali, Hindi, Marathi

DECLARATION:

I hereby affirm that the information provided in this curriculum vitae is true, accurate, and complete to the best of my knowledge and belief.