JANANI P

Kanchipuram, Tamil Nadu 631502 **\*** 9087296671\* [spjanani314@gmail.com](mailto:sarat1021@gmail.com)

# *PROFESSIONAL SUMMARY*

Competent and result oriented professional with over 4 years of experience in EMS industries across **Process Engg & Change analyst** in the **Surface Mount Technology (SMT) technology** currently spearheading as **Associate Engineer.** Advanced knowledge of operations and dedication to see issues through to end. Reputation for resolving problems and improving customer satisfaction.

Engineering support Process implementation Troubleshooting Flexible & Adaptable

# *SKILLS*

Instruction development Critical thinking

Team building

Organization and Time management

# *WORK HISTORY*

* **Rising Star Mobile (I) Private Limited**

***A Chinese Origin MNC, which has a good share in the Indian telecom business, involved in the design, manufacturing & distribution of Mobile Phones around the globe.***

**PROCESS ENGINEERING DEPARTMENT** **since August 2018**

***ROLES & RESPONSIBILITES - ASSOCIATE ENGINEER***

* To define SMT assembly process and to upgrade it.
* DFM/ DFA/ PFD/ PFMEA studies for new products.
* To deal with process abnormalities.
* Responsibilities include all aspects of development of machine programs & loading list, tooling for prototype (NPI) & support production across multiple configurations of assembly lines.
* Define and create work instructions for the SMT process.
* Manage Engineering Changes, routing and BOMs for electronic assemblies.
* Create the SMT and BLT Product Routings for all NPI. (Internal MES)
* Experience in configuration management, operations, and/or quality within a regulated industry.
* Plan and manage allocation of MES support technicians to maintain high availability to support production, engineering, QA with regards to MES traceability.
* Learn and understand deeper functions of the MES Systems.
* Problem solving and root cause analysis.
* Create After Sales LVI (SMT Level), LX (Assembly & Packing level) routes and simplify it by perform the Customized routes.
* Design IMEI, Packing labels for all levels; improve it by Auto Fetching Config. Perform Validation and Verification for all FG trays.
* Documenting requirements, process flows, new functionality, and creation of SOP.

***ROLES & RESPONSIBILITES – HR Jr. EXECUTIVE:***

* Work with top management to strategically plan HR initiatives that will benefit the company and encourage more efficient and beneficial work from employees.
* Continually educate employees on company policies (including sexual harassment, appropriate dress, and social media permissions, etc.) and keep employee handbook current.
* Understand and adhere to all pertinent labor laws.
* Monitoring employee’s behavior in the organization.
* Handling employee grievances. Attendance, Time-management, Updating leave status etc.
* **Sanmina SCI India Private Limited Since July 2017**

***Sanmina Corporation is an American***[***electronics manufacturing services***](https://en.wikipedia.org/wiki/Electronics_manufacturing_services)***(EMS)*** ***provides complete design solutions for leading telecommunications, medical, storage & computing, avionics, industrial and multimedia companies.***

**DOCUMENT CONTROL - CHANGE ANALYST DEPARTMENT**

***ROLES & RESPONSIBILITES - TRAINEE***

* Issued Part Numbers via using the import.
* Performed data entry (initial & import BOM) into Agile and Oracle.
* Ensured Agile & Oracle Databases are in sync. Create & distribute weekly Reports and followed up on Change Activity; managed released documents.
* Created and released Bill of Material (BOM) structures based on input from Engineering and Manufacturing.
* Released part numbers accurately in Agile PLM system, including review and collection of data and documentation from Engineering or Program Management.
* Developed and implemented best practices for documenting changes and on-going improvement to streamline processes.
* Ensured data integrity between Agile PLM and Oracle ERP systems throughout the change cycle.

**MBA, 2020**

# *EDUCATION*

Human Resources & Management - Madras University

**BE, 2017**

Electronics and Communication Engineering- JMCE

# *ADDITIONAL INFORMATION*

Marital Status: UnMarried

Gender: Female

D.O.B.: 31st Oct 1995

Nationality: Indian

Languages: English, Tamil.

Notice Period: 2 Months

# *DECLARATION*

I reaffirm that the information furnished in this document are true and many thanks for your valuable time given to my CV.

Place: Kanchipuram

Date: JANANI P

.