

# STEVEN CALDEIRA

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## EXPERIENCE

### Genentech, A Member of the Roche Group

Vacaville, CA

Facilities & Utilities Intern

May 2024 - Aug 2024

- Coordinated project management efforts, facilitating collaboration between the Project Manager and contractors, achieving a 100% on-time project completion rate and expediting timelines by 15% through meticulous planning and communication
- Redesigned building floor plans and implemented differential pressure analysis, empowering HVAC engineers to identify pressure loss sources and elevating system efficiency by 18%
- Created advanced Python and Google Script automation tools to increase data verification and quality assurance processes, restructuring BAS Team data processing efficiency by 60% for Insight and Desigo applications
- Bolstered cGMP compliance by implementing 15+ SOPs for maintenance, calibration, and change controls, supporting regulatory adherence across utilities and manufacturing systems while minimizing downtime risks
- Engaged in projects for various utility systems, including Compressors, Chillers, HVAC, Boilers, Cooling Towers, and WRO systems, enhancing system reliability and improving overall operational performance by 20%

### UMA Marine Services, Dubai Maritime City

Dubai, UAE

Procurement Engineer

January 2023 - July 2023

- Directed procurement processes and inventory management, developed over 100 quotations utilizing MS tools, and designed branded email signatures for all UMA branches, boosting professional communication effectiveness by 10%
- Exhibited exceptional leadership in overseeing a team of 15 workshop technicians, delegating tasks, and ensuring rigorous adherence to production timelines, resulting in a noteworthy 15% improvement
- Employed entrepreneurial strategies resulting in a 15% surge in sales and customer satisfaction, fostered trust through effective delivery of quality products and adept client coordination and negotiation

### Aries Marine & Engineering Services Pvt. Ltd

Goa, India

Piping Design Engineer

October 2021 - October 2022

- Led 8+ projects, including vessel installations, by optimizing schedules and resolving complex mechanical issues, improving on-time delivery by 25% and enhancing safety
- Executed 3D modeling of BWTS pipelines, and equipment foundations using Cadmatic Outfitting, ZW-CAD, and AutoCAD for 2D drafting, Interpreted technical drawings and ship hull construction drawings
- Integrated BWTS piping with existing piping systems(P&ID), prepared layouts, and generated material take-offs. Designed a detailed template, resulting in a 30% increase in 2D detailing drawing efficiency
- Facilitated teams in project planning and scheduling through weekly meetings, increasing delivery by 25%

### Storage Scholars

California, USA

Operations Manager

April 2024 – May 2024

- Streamlined logistics and inventory management for 50+ students, utilizing Google Maps pin locations to refine pickup and delivery routes, reducing storage costs by 15% and boosting operational efficiency by 30%

## SKILLS & CERTIFICATIONS

- Technical:** Cadmatic Outfitting, ZW-Cad, MS Office Suite (PowerPoint, Excel VBA, Word), Microsoft Project, Canva, Flixier, Visio, Photoshop, CorelDraw, Python Scripting (Automation), Building Automation Systems (BAS) – Citrix, Desigo, IUR
- Hard Skills:** Gantt Chart Development, Marketing Strategy, Procurement Processes, Project Planning & Management (Facility Operations), Strategic Sourcing, Team Coordination, Scheduling, Budgeting, Resource Allocation, Inventory Control
- Soft Skills:** Proactive Troubleshooting, Detail-Oriented for Compliance and Safety, Cross-Functional Collaboration, Continuous Improvement Mindset, Data-Driven Decision Making
- Certification:** GMP Fundamentals: GMP - Buildings and Facilities by ISPE, Lean Six Sigma Green Belt LSSGB, LSSBB, AutoCAD 2020, SolidWorks 2020

## PROJECTS & LEADERSHIP

- Project Management – USC Housing Application** - Developed a comprehensive project plan for the USC Housing application, managing a \$60k budget and ensuring timely execution across 5 project phases
- Collaborated with commissioning and validation teams to ensure facility systems adhered to FDA GMP standards, optimizing compliance and operational efficiency

## EDUCATION

### University of Southern California

Los Angeles, CA

Master of Science in Engineering Management

August 2023 - May 2025

Coursework: Project Management, Leading & Managing Engineering Teams, Statistics for Engineers, ERP systems (SAP)

### Goa University - Agnel Institute of Technology and Design

Goa, India

Bachelor of Engineering in Mechanical Engineering

July 2017 - September 2021

Coursework: Manufacturing practices, Industrial safety, Corporate Finance, CAD, Materials Science, Heat Transfer, Control Systems