

# MR. PANKAJ JADHAV



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## EDUCATIONAL DETAILS:

- Government Industrial Training Institute NCTVT - 2007
- Industrial Training Institute - 2005-2007
- SSC - 2005

I am seeking employment with a company. where I can grow professionally and personally

## PROFILE SUMMARY

Results-oriented Quality Assurance and Operations professional with a proven track record of 12+ years in the automotive industry. Adept at leading and motivating teams to achieve quality, efficiency, and productivity goals. Possessing a deep understanding of quality management systems, lean manufacturing principles, and statistical process control. Along with quality experience have managed business of foods ensuring the end to end business from supply chain till final product delivery. Now working as HR executive with VIL managing end to end lifecycle for 200 employees. Focusing on recruitment, onboarding, payroll, compliance, grievance management and exit management.

## WORK EXPERIENCE

### VODAFONE IDEA PVT LTD

#### HR - Assistant- VIMSL

15-01-2024 - Till date

- Design the onboarding & induction process for new joinee (Vendors VIMSL 300)
- Project Planning & implementation
- Payroll Process MIS- MHG
- Analyze Performance Metrics- Playbook
- Bulk Hiring- MHG
- HR Policies & Compliance
- Training & Development
- HSW Handling training
- Project Handling & Employee Engagement
- HR Compliance, Posh Handle, Employee Relation
- Grievance Handling



1 Year

### PSN Supply Chain Solutions (Amazon)

#### Agency Manager

25-12-2022 - 30-11-2023

- Grievance Management (Problem Solving)
- Team Engagement Activities
- MIS Management
- Associate Centralized Leadership Practices (ACL) Gemba ,FGD session
- Implementation of HR policies
- HOH Management
- Control Daily Attendance with the help of operation manager
- Team and Time Management



With Partner

1 Year

### START UP Business

2022 to 2023

- Ventured into Ice-Cream Business. Own food counter/ice-cream parlour. Efficiently managed multiple categories, Eg: Lasi-10 pack Sandwich 30 pack. Ensured healthy revenue of 2k /day.

## General Motors India Pvt Ltd

### Team Leader

Aug.2010 – July 2021



11 Year

Key Responsibilities of a Quality Manager in a Car Manufacturing Company  
Quality Management System (QMS) Oversight:

#### 1. Oversees the implementation,

maintenance, and continuous improvement of the QMS, aligning with industry standards. Ensures adherence to quality policies, procedures, and work instructions across all manufacturing processes.

#### 2. Supplier Quality Management:

Develops and implements supplier quality standards, including supplier selection, evaluation, and performance monitoring. Conducts supplier audits and assessments to ensure compliance with quality requirements. Manages supplier corrective action and preventive action (CAPA) processes.

#### 3. Product Quality Assurance:

Implements robust quality control plans to monitor product quality throughout the manufacturing process. Oversees incoming material inspection, in-process inspections, and final product inspections. Analyzes quality data to identify trends and root causes of quality issues.

#### 4. Quality Improvement Initiatives:

Leads and participates in continuous improvement activities, such as Lean Six Sigma, to reduce defects, improve efficiency, and enhance customer satisfaction.

Drives root cause analysis and problem-solving efforts to eliminate quality issues.

Implements corrective and preventive actions to prevent recurrence of quality problems.

#### 5. Data Analysis and Reporting:

Analyzes quality data to identify trends and areas for improvement.

Prepares and presents regular quality performance reports to management.

Utilizes statistical process control (SPC) techniques to monitor process capability and stability.

## Kirloskar Brother Ltd. Kirloskar Wadi

### Apprenticeship

2007 – 2008

- Apprenticeship Worked In Tool Room



1 year



### COMPETENCIES

- **Knowledge:** Hiring, Admin, HRM
- **Attitude:** Positive, Initiative, Learning
- **Skills :** Planning, Creative Thinking



### CERTIFIED COURSES

- MS-CIT (Computer knowledge )
- HR Practical training
- Greatlearning- Resource Planning