**Sawan Kardani :- 9978031192 >E-Mail:** sawan.kardani@gmail.com



CAREER OBJECTIVE

To put best of my knowledge into practice and add value to the organization which will provide me learning opportunities.

PROFESSIONAL SYNOPSIS

* **Degree (Mechanical Engineering) professional experience in sales support & production planning.**
* **Associated with Omnitech Engineering Rajkot as a Sr. Sales support (Customer key account contact) (from October’17 to May ‘19)**
* **Associated with Rajan Technocast Pvt. Ltd. Rajkot Sr. Sales Support & PPC ENGINEER.(From May’14 to September’17)**

ORGANISATIONAL EXPERIENCE

**October ’17 to May’19 with Omnitech Engineering Rajkot as a Sr. Sales & Customer Support Engineer (customer key contact person)**

About Company:

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| * Company was established in 2004-05 with a vision to serve customers of Turned & Machined parts.   Omintech Engineering has been built on engineering excellence crafted through unstinted dedication to quality, innovation and a constant objective to serve the global market. The company aims to meet customer’s quality benchmarks at an outstanding value.  ***Key Deliverables***     * Customer Relationship management. * Forecasting & order book management. * Create & modify weekly, monthly yearly sales planning. * Plant level customer communication management. * Provide inputs for delivery dates in production and new development orders. * Review Daily reports on material consumption and actual V/s planned production. * Keep track of daily production and analyze its effect on next month production. * To coordinate with production & quality team and on-time replay customer mails and solve customer queries. * Pre-dispatch intimation and after dispatch Documents update to customer. * Manage and update customer online portals. * Arrange Video and audio conference with customer for new business opportunities. * Maintain and timely update of all sales records soft copy and hard. Price list, Sales order, Drawings, agreements etc.. * Timely done payment follow-up mails and call to customer. * Study customer new RFQ and send quotations. * Working as single point customer key contact person. * Monitoring all sales activity of my team. * Follow up with internal departments for production and new development as well collecting all activities reports from colleagues with leadership and reporting to direct management. * Search new market (new customer in world wide. * Direct reporting to MD, director for all matters/issues. * Attending export & domestic customer visit for all dealing with customer.   TECHNICAL SKILLS   * Drawing study with all parameter to check feasibility of our process and find out all other requirement.(based on these decide product price as well) * Improve system and saving cost of processes by analysis * Production and planning to meet on time delivery * Quality inspection * Knowledge of TPM, GEMBA walks, 5S kaizen system. |

**May’14 to September’17 with Rajan technocast pvt. Ltd., Rajkot as a Sales customer support & PPC engineer.**

About Company:

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| **Rajan technocast pvt. Ltd.** is one of the leading Industry **lost-wax investment casting Manufacturer.** This company is engaged in Design, Manufacture and Supply the parts of industrial valves, industrial pumps, auto-motives, power-plant equipment, aerospace, marine, defence. The Company has got defined Structure and Resources to meet the growing demands and technical compliance. Company is certified with ISO/TS 16949:2009 by TUVNORD, DNV / GL Marine Approval, Bureau VERITAS Marine Approval, ISO 14001:2004 by TUVNORD, BS OHSAS 18001:2007 by TUVNORD, LLoyds Marine Approval, American Bureau of Shipping Marine Approval, Norsok M-650 Approval. |

***Key Deliverables***

* Production planning & material requirement planning.
* Scheduling of Domestic and International orders.
* To maintain and update orders & process status in ERP system.
* Prepare Inspection Planning (Incoming, In process, NDT – LPT, MST, RT & UT)
* Handle TPI & CLIEN inspection & visits.
* Vendor Development and Its coordination.
* Timely Dispatch of finished goods & capacity planning.
* Generating and maintaining Daily, Weekly, Monthly and yearly statistical data required for group reporting and also for monitoring incentives.
* Customer Order Priority Management & Fulfillment.
* To analyze and maintain stocks required for raw material, packing at desired level as per plan.
* Coordinating with QA, Marketing and Design departments for Pre and Post Production activities.
* Assist the shift superintendent to achieve shift targeted production.
* Preparing Manuals & work instructions for production operations for the unit and Maintaining MIS-Reports for facilitating decision making for the management.
* Follow up of material with material dept. & manufacturing of transformers with production dept.
* Handle in-house machining inspection.
* Instruction for handling of Critical instrument (Hardness tester, LPI, etc.)
* Prepare check list of critical component as per BOM. And focus to reduce problem which are effect on performance of valve.
* Out duty inspection of machined & casting part at supplier end.
* To achieve quality production as per target and Reduction of re-work.
* Continuous improvement in the m/c and in the process to improve the productivity and cost reduction.
* 5 ‘s’ Activities
* All customer support sales activities

ACADEMICS

* B Tech. –Mech. Engineering with Distinction From Bhagwant university Ajmer, Rajasthan
* 12th –With 65% from MP Board.
* 10th – With 60%from CBSE Board.

COMPUTER PROFICIENCY

* Comprehensive exposure to MS Office &Internet Application.
* Entry & updating work in ERP system.

PERSONAL DETAILS

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| **Date of Birth** | **:** | 14-08-1992 |
| **Address** | **:** | Lodhika GIDC Rajkot  Anjalipark Kalapi Appartment B-103 |
| **Gender** | **:** | Male |
| **Nationality** | **:** | Indian |
| **Languages Known** | **:** | English, Hindi, and Gujarati |

DECLARATION

I hereby declare that all the information furnished above is true and genuine to the best of my knowledge.

Sawan kardani.