

CURRICULUM VITAE



Ms. Aichhika Senapati

5th Floor, Saran Bluebell, Sri Chaitanya School,
Marathalli, Munnekolala, Near SGR Dental
College Road, Bangalore-560037s

Email: aichhika1@gmail.com
Contact: +91 9819872556

OBJECTIVE:

To work in an organization where I can make the best utilization of my skills and make worthy contributions to industry & society by having an opportunity to enhance my career growth, gaining knowledge and jobsatisfaction.

EXPERIENCE:

TOTAL EXPERIENCE- 9+ YEARS

OFFSHORE INFRASTRUCTURE LIMITED (OIL) Head Office, NaviMumbai

01/09/2017 to 01/02/2023:

5+ years' experience as a Project Co-coordinator, OFFSHORE INFRASTRUCTURE LTD, NAVIMUMBAI (1st Sep 2017 to 1st Feb 2023).

My Role in the Organization:

- ❖ Working in OFFSHORE INFRASTRUCTURE LIMITED (OIL) Headoffice, Mumbai for planning & scheduling the projects.
- ❖ Coordinating with members for different projects going on across all over India.
- ❖ Looking after all the project requirements, coordinating the same with the purchase and procurement department and ensuring timely delivery for achieving the project goal.
- ❖ Monitoring overall project as per accepted project progress schedule and assisting for realizing the scheduled progress.
- ❖ Planning, scheduling and monitoring project work ensuring completion of assignments within time and budgetary parameters.
- ❖ Assisting in preparing monthly billing for the project related work along with reviewing and approving subcontractor bills as per progress of work at site.
- ❖ Estimating support quantities, including special support and its material requirements for fabrication.
- ❖ Material reconciliation between client and owner for getting our bought out material.

GENERAL SEAL COMPANY PVT.LTD., NAVI MUMBAI

13/11/2014 – 31/08/2017

3+ years' experience as an Assistant Production Engineer at GENERAL SEALCOMPANY PVT.LTD., NAVI MUMBAI which produces mechanical seal.

My Role in the Organization:

- ❖ Negotiation of cost reductions/savings and critical review of requisitions (quantity and price)
- ❖ Co-ordination with commercial departments and stores.
- ❖ Selection and development of vendors.
- ❖ Scheduling & releasing purchase orders as per material requirement plan for projects.
- ❖ Follow up and expedition with vendors and ensuring deliveries are made as agreed and as per project requirements.

SAINI ENGINEERING WORKS, NAVI MUMBAI

23/11/2013 – 11/11/2014:

1 year experience as a Mechanical Engineer at SAINI ENGINEERING WORKS in MUMBAI. This industry produces heat exchanger, column and pressure vessel motors and boiler parts tube sheet as well as exchanger plate drilling & machining works.

My Role in the Organization:

- ❖ Assistant QC & QA Engineer, SANJOG EQUIPMENT PVT. LTD. Conducted different inspections - dimensional both under national and international third party.
- ❖ Master Cam Design Engineer, SAINI ENGINEERING WORKS - a well-known firm in Mumbai.

Strength & Skills:

- ❖ Positive attitude & effective decision making & leadership skills
- ❖ Negotiation skills based on technical expertise & knowledge of taxation
- ❖ Open mind & desire to learn
- ❖ Good analytical ability
- ❖ Complete team player, ability to lead a team & foster team spirit.
- ❖ Ability to learn and grow, can easily adapt in new environment, sincere, hardworking, self-motivating, enthusiastic.

Technical Skill's:

- ❖ Project Coordination (Oil & Gas Field & Water Supply)
- ❖ Audit Documentation (Project related Documentation)
- ❖ Production & Manufacturing (Shipping & Fabrication)
- ❖ Procurement & Purchase (Also Preparing Purchase Order & Work Order)
- ❖ Negotiation Skill

Computer Knowledge: - Microsoft Office tools (Advance Excel, Word, Power Point), Internet knowledge

Accounts Knowledge: - Tally (Tally Prime) (Bill Entry, Vouchers Entry, Closing Balance, Opening Balance etc.)

Modeling Software: - AutoCAD in 2D Programmer, Master CAM Designing, PRO-E, Unigraphics, Solid Works.

Operating System: - Windows 7, Windows XP, Build Smart, Primavera

Key Skill's:

- ❖ Skills in using a range of Designing, Fabrication and Quality Assurance.
- ❖ Experience in Mechanical Drafting/Designing, Computer Aided Machining.
- ❖ Special Skill- Drilling, Milling

Education:

- ❖ Bachelor of Engineering & Technology, Mechanical Engineering at Jagannath Institute of Engineering & Technology, Jagatpur, Cuttack, Odisha.
- ❖ Intermediate, Council of Higher Secondary Education, Odisha. (Physics, Chemistry, Math and Biology)
- ❖ Secondary School Certificate, Board of Secondary Education, Odisha.

Training:

- ❖ Successfully completed one month summer training at smelter unit in “NALCO”, Anugul, and Odisha.

ENGINEERING PROJECTS:**PROJECT 1****Title: MICROMETER**

Project Description: The objective of this project is to use for measuring accurate diameter of a thin wire or the thickness of a sheet of metal. A micrometer screw gauge comprises a divided measuring spindle. The gauge's front part representing the measuring screw is secured in a torque-proof manner in a guide element. This measuring spindle may replace a conventional, rigid, continuous measuring spindle of a micrometer screw gauge and in so doing, results, without substantial design change, in a micrometer screw gauge comprising a non-rotatable measuring spindle.

Team Size: 4

Duration: 7th Sem

PROJECT 2**Title: WIND POWER GENERATION**

Project Description: In this project windmill was adapted to many other industrial uses. An important non-milling use is to pump groundwater up with wind pumps, commonly known as wind wheels. Windmills used for generating electricity are commonly known as wind turbines. The wind is free and it can be captured efficiently with modern technology. Once the wind turbines are built, the energy produced by them does not cause greenhouse gases or other pollutants.

Team size: 8

Duration: 8th Sem

PERSONAL INFORMATION:

Name: Mrs. Aichhika Senapati

Father Name: Mr. Krishna Chandra Senapati

Gender: Female.

Marital Status: Married

Languages Known: English, Hindi, and Odia

Hobbies: Reading books, Net surfing, Listening to music etc.

DECLARATION:

I hereby declare that, the above furnished details are true as per my knowledge.

Date:

(Aichhika Senapati)

Mbl: +91 9819872556