

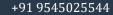
YASODA SURALA

FACILITIES MANAGEMENT ~ PROJECT MANAGEMENT ~ VENDOR MANAGEMENT ~ PEOPLE MANAGEMENT

Expand leadership responsibilities, improve organizational ability to exceed organizational goals, and help honor all long-term commitments made to the stakeholders, employees and the communities in which we live



yasodasurala@gmail.com





www.linkedin.com/in/yasoda-surala-7b419113/

CORE COMPETENCIES

- Project Management
- Facility Management
- Operational / Process Excellence
- Commissioning & Troubleshooting
- People Management
- Contract Administration
- Vision & Thought Leadership
- Quality Management System
- Financial Management
- Event Management
- Guest Management
- General Administration
- Vendor Management
- Liaison with Local & Govt. Bodies
- Security Management
- Operations and Maintenance
- 5S & Lean Techniques
- Audit and Compliance
- Cross-functional Coordination
- Training & Development
- Infrastructure Management
- Techno-commercial Operations
- HSE Management
- Cross-functional Coordination

SOFT SKILLS



EXECUTIVE SUMMARY

- A service focused professional with 17 years of extensive experience across
 Facility Management, Procure-To-Pay, Vendor Management, Contract
 Management, Process Enhancement, Statutory Compliance and People
 Leadership
- Instrumental role as a **POSH Committee Member**: Spreading awareness to the employees for adhering to company's policies
- Highly skilled in **implementation and delivery of all facilities activities** that enable productive employee environments in innovative & cost-effective manner
- Valued contributor in spearheading a wide range of activities including Event
 Management, Space Management, Pest Control Management, Cafeteria
 Management, Travel Management, Asset Management, New Set-ups, Access
 Card Management, Biometric System, CCTV Management & so on; skills in
 organizing meetings and conferences, planning itineraries & generating
 comprehensive spreadsheets for seamless operations
- Exhibited excellence in ensuring operational cost optimization through scope optimization, continuous improvement and green initiatives
- Track record in **managing the infrastructure** and negotiating with service providers for cost effective solutions
- Worked in conjunction with the local/govt. authorities to get Building plan approval,
 Fire NOC, BCC and Gas and diesel license renewal from MIDC, PESO CCOE & Dish
- Showcased excellence in reducing **CAPEX/OPEX**; **executed budgets & annual plans** for managing facilities as per organizational needs & parameters
- Providing strategic leadership focused on value delivery, system reliability, efficiency/cost control, training, project planning and resource management
- Escalating and preventing safety or environmental hazards or incidents
- Directing and supervising manpower, delivered extensive training them into a cohesive workforce/team so knitted that it provided a functional, homogeneous and viable force to fit into any organization during Assignments
- Negotiated contract agreements for finalization of Service Contracts (MEP Contracts)
 with the Service Providers and releasing Purchase Orders, Work Orders, Rate
 Contracts and Annual Maintenance Contracts
- **Versatile, high-energy professional** with capability in achieving business growth objectives through managing a dedicated team

ACHIEVEMENTS

- Felicitated with Leadership Award under Professional Excellence in Facility and Vendor Management by CE Worldwide, 2023
- Bagged Best Innovative Award for facilities function in Safran FY'22
- Adapted Lean concept to ensure smooth flow and mitigate associated risk as well as enhance productivity of the task
- Implemented multiple green initiatives that resulted in reduction of carbon footprint
- Honored by GE for various Cost out and implementation projects
- Successfully completed Supply Chain Excellence programme from Symbiosis

EDUCATION CREDENTIALS

 Bachelors in Mechanical Engineering from Jawaharlal Nehru Technological University, Hyderabad, 2006

Since May'21 with Safran Aircraft Engines Hyderabad as Facilities Manager



Project Highlights:

- Green field project: Safran Aircraft Engines, Hyderabad
- Installation and Commissioning all utilities required for Machineries which includes power, compressed air, Gases and Special environmental needed enclosures and so on
- Headed E2E Project Management for Office Space for Stakeholders

Key Responsibilities:

- Monitoring and spearheading contracts and providers for services such as Facilities Management, which include security, Housekeeping, Transportation, catering and utilities operations & maintenance
- Serving as a key member for designing & installation of Gas distribution system, compressors and utilities for various mechanical, electrical, gas & water distribution systems and Utilities for different special functional machines
- Shouldering responsibilities of the entire gamut of business, financial, and operational aspects of facilities, in accordance to the overall strategic plan for the properties
- Piloting vendor performance to ensure all work meets quality requirements and that services are provided in a timely and cost
 effective manner
- Strategically planning capital expense projects and implementing the same during completion with in house team and outside vendors
- Facilitating physical security program services strategy and policies for the site
- Spearheading employee coordination, space planning and usage, furniture inventory, key management, and access cards
- Rendering assistance to safety and health programs, business continuity, risk management, and emergency preparation activities
- Managing the design, construction, relocation, renovation, and service modification activities for new and existing facilities.
- Leading the implementation of multiple green initiatives that resulted in reduction of carbon footprint
- Conducting all preventative maintenance, repairs and installation of equipment as per company needs
- Ensuring compliance with all company/customer regulations, policies and procedures
- Adhering to 5S standards for maintaining and building housekeeping
- Establishing relationships with local vendors for attending to maintenance, electrical system breakdown at sites

Dec'12 to May'21 with GE Aviation as Lead Facilities Engineer Project Highlights:

- Green field project: Ranjangaon Multimodal Facility
- Green field project: Chakan Multimodal Facility

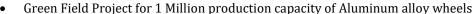
Key Responsibilities:

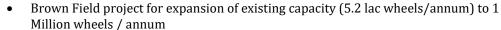
- Played a significant role as a member of Commissioning of Gas distribution system, DG sets,22Kv Express Feeding Line, DM water Plant, and various mechanical, electrical, gas & water distribution systems and different special functional machines
- Directed the Integrated Facility Management Team and contractors to set clear goals and supervised in terms of safety and ensured optimal resource use
- Led 100+ Facility Contractors Safety and ensured HSE standards are maintained
- Performed induction training and on-site audits
- Steered digital toll implementation for facilities management
- Played a significant role in implementing cost saving techniques / measures to achieve substantial reduction in O&M expenditures and working within the budget
- Prepared and evaluated preventive maintenance schedules on a monthly basis
- Collaborated closely with the MEP Architect to design and approve the mechanical, pneumatic and other facilities in the plant
- Ensured 100% adherence to EHS norms in execution of facilities activities by setting benchmark and regular evaluation
- Offered support to all H & S elements w.r.t facilities
- Performed the following activities:
 - o Renewal of all EHS Compliance documents related to Facility equipment well within time
 - Setup of each COE with adherence to quality, timeline & safety
 - o Planned and conducted preventive maintenance in order to maximize the life of existing equipment
 - Managed a team of Maintenance technicians and 3rd party facilities service provider
- Implementing vendor AMCs with appropriate service levels for equipment
- Mapped layout modification by applying lean concepts to make liner flow and avoid safety risks & increase the productivity
- Ensured Contractor's on site for timely delivery of the project within budgeted cost
- Headed women's network team and instrumental in performed reverse mentoring to the leadership team and various trainings to the employees to create a culture and eco system to raise their concern amenably



PREVIOUS WORK EXPERIENCE

Jun'06 to Nov'12 with Synergies Casting Limited as Engineer-Projects Projects Highlights:







Key Responsibilities:

- Worked on contact subcontractors and suppliers for purposes of bid solicitation
- Reviewed complex subcontractor bids, rendered assistance in pricing alternates, implemented value-engineering alternatives
- Led the preparation of comparative statement tenders in R/O of technical & commercial points to facilitate the decision
- Served as a Project Manager for finalization of purchase orders, subcontracts and change orders
- Prepared budget estimates for Brown & Green Field projects based on quotations
- Piloted annual rate contract with Civil work related vendors/Admin item's vendors
- Shouldered responsibilities of new civil constructions & overall civil maintenance in the plant

PERSONAL DETAILS

Date of Birth: 11th August 1985

Languages Known: English, Telugu and Hindi **Address**: LB Nagar, Hyderabad-500079