



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



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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

WORK EXPERIENCE

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:
 - Renewal of all EHS Compliance documents related to Facility equipment well within time
 - Setup of each COE with adherence to quality, timeline & safety
 - 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:

- Green Field Project for 1 Million production capacity of Aluminum alloy wheels
- Brown Field project for expansion of existing capacity (5.2 lac wheels/annum) to 1 Million wheels / annum



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