

COVER LETTER

NEETU CHAUHAN
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DATE -09/07/2019

To,
HR Manager

Re – Mechanical Design Engineer Post

Dear Sir,

I am writing to express my interest in securing a mechanical design engg post in your company. I have completed B.Tech from H.R. Institute of Technology, Ghaziabad, affiliated to G.B Technical University, Lucknow, in **Mechanical Engineering** with First Class. I am currently employed as a **Mechanical Design Engineer** in Macht Technologies Pvt. Ltd., Ghaziabad.

As my resume demonstrates my 4 year experience, I have sound knowledge of Machine Design, Material selection, Machining process, BOM preparation, GD & T, Load Simulation, Pneumatic cylinders selection, Hydraulic cylinders design and selection of motors. My work required me to interface with key factors in every department of the company to meet deadline oriented deliverables.

In that regards, I would appreciate the opportunity to meet with you and discuss my qualifications and possibility of joining your company. Please find enclosed my resume for your review. I look forward to hearing from you.

Yours Sincerely,
Neetu Chauhan

CURRICULUM VITAE

NEETU CHAUHAN

D1/02 , Rajasthali Appartments , Pitampura,
Delhi.

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Email: chauhanneetu222@gmail.com

CAREER OBJECTIVE

I have a great passion to excel in whatever I take up. Matched with a desire to learn new concepts and technology, I believe in success through honesty, hard work and sincerity. I believe in an open system of learning where one has the opportunity to interact with people that allow a person to groom and learn. **WORK EXPERIENCE**

1. Company:- Hertz Controls (India) Pvt. Ltd, Ghaziabad

Company Profile:- Hertz Controls (India) Pvt. Ltd. is focused on the design & production of Industrial Machinery & Provide Cut to length Line for sheet metal industries.

Job Title:- Asst. Machine Designer.

Duration:- 10th June 2012 to 26 Jan 2014

2. Company:- Uncease Automation Pvt. Ltd, Ghaziabad

Company profile:- Uncease Automation is a leading supplier of robotic automation in North India. Uncease automation is a global company with expertise in design & engineering.

Job Title:- Mechanical Design engineer.

Duration:- 1st February 2014 to 20th May 2015.

Projects Handle:-

- I. Belt Conveyor with center tensioning, MSIL (M).
- II. Kitting Roller Conveyor System, FIPL (S).
- III. Rigger Fitment System, TML (P)
- IV. Seat Manipulator, FIPL(C)

3. Company:- Bharat Electronics Ltd., Ghaziabad

Job Title:- Contract Mechanical Design Engineer

Duration:- 1st July 2015 to 30th March 2016.

4. Current Company:- Macht Technologies Pvt. Ltd, Ghaziabad

Company profile:-

Macht Technologies Pvt. Ltd is an Engineering Company, provide solutions to the Automobile, and Precision Engineering industry, in design and manufacturing.

Job Title:-Mechanical Design engineer.

Duration:- 1st August 2016 to till now.

JOB RESPONSIBILITIES-

- Preparation of concept, DAP and releasing of all manufacturing parts, assembly drawing using Solid works, Solid Edge & Auto cad Software.
- Prepare BOM, Prepare Project Manuals and maintain others design records.
- Selection of cutting tools & prepare tool layout.
- Interaction with Customer to meet the machine application. Understand the customer MOM points during machine trial and responsible to clear all of them before the next trial. Improving the design, performance and efficiency of the existing products and Researching, developing ideas for new products.

Projects:- 1.Drilling & Tapping Machine (For Advik Hi-tech,Pune)

2. Rotary Transfer Machine (For Advik Hi-tech,Pune)

3. Cnc Gap Grinding Machine -Piston rings (For ShriRam Pistons.
Gzb.)

PROFESSIONAL QUALIFICATION

I have complete B.Tech from H.R.Institute of Technology GZB, affiliated to G.B Technical University, Lucknow, in **Mechanical Engineering** with an aggregate of 72%.

EDUCATIONAL QUALIFICATION

Exam	Year of Passing	Board/University	Marks obtained	Division
B.Tech	2012	GBTU	72%	1 ST
12 th	2008	U.P. Board	62%	1 ST

10 th	2006	U.P. Board	72.5%	1 ST
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ADDITIONAL SKILLS

- Solid works 2016 , Solid Edge (ST 10) & Autocad 2012.
- Certification for Spindle Design From IMTMA Gurugram.
- Computer knowledge Microsoft Word, Excel, Internet etc

STRENGTHS

- Good Communication and Co-Ordination Skills
- Always oriented towards my goal.
- Can work under pressure to accomplish the given assignment.
- Quick and efficient learner.
- Always active and full of energy and positive thinking.
- Willing to shoulder responsibilities.
- Punctual & Sincere to my work.

PERSONAL INFORMATION:

Date of Birth : 22-02-1992

Father's Name : Mr. Jai Singh Chauhan

Marital Status : Married

DECLARATION:

I hereby declare that all the information provided by me is correct to the best of my knowledge and in case of any discrepancies, suitable action may be taken.

Date: 09-07-2019

Place: Pitampura ,Delhi

(Neetu Chauhan)