Name: Anooradha Ganapathy, Auditor and Consultant

(Last revision: 2023-Mar)

**Curriculum Vitae**

**Personal Statistics**:

Available for face-to-face interview and for joining immediately.

E-mail: [anooradha90@gmail.com](mailto:anooradha90@gmail.com)

Contact: +91-73583-42599

Citizenship: Indian

Date of Birth: 1990 October, 22nd

Current Place: Chennai

Passport Number: V1811198

Marital Status: Married

**Academic Attainment**:

Bachelors in Technology, Polymer Technology, 2011 – Anna University, Chennai (Hindustan College of Engineering)

**Auditor Qualifications**:

Lead Auditor and trainer - ISO 9001:2015, ISO 9001:2008, EMS 14001:2015, EMS 14001:2004, OHSAS 18001:2007, ISO 45001:2018

Internal Auditor - IATF 16949:2016, AS 9100:2009 Rev “C”, NABL 17025:2005

**Key Skills**:

An IMS consultant professional with 9Years experience in India:

- Quality System management

- Quality Assurance; Control

- Complaint management system

- Quality; HSE Audits; Safety and Trainings

- Improvement, Project Planning, Development and Implementation

- Environmental Impact Assessment

- Technical and Customized Procedures, SOP preparation

- Hazard and Risk Identification and Assessments

- Vendor Auditing; Evaluation

- Basic Safety, OHSMS

**EXECUTIVE SUMMARY**:-

Implementing Quality Control and Assurance in Systems, PPM and PPB rejections, Minimizing and effective utilization of resources, Management solutions for all Standards, Handling team as a leader, organizing and handling of projects, System management and assessment of system implementation in all the Standards

Auditing and training of employees, colleagues and suppliers, New product and system development and their implementation, Selection of cost effective and best methods, production management.

**Esteemed Clients**:

IT Sector:

* Injazat Data System, Abu Dhabi
* Synthesis Healthcare, Chennai

Automobile and Laboratory:

* Delphi – TVS, Chennai
* Ashok Leyland, VVC, Chennai
* Ford, Ahmedabad
* APPL, Hyundai Supplier – Tier-1
* Draexlmaier, Chennai
* Dormakaba, Chennai
* SMS Labs, Chennai
* SGS, Chennai
* Sargam Laboratory, Chennai
* Asthagiri Herbal Research Foundation, Chennai
* Oryana Ventures, Chennai and Bangalore

Oil and Gas:

* Burgan Drilling, Outsourced Consulting, Off-Site
* Focus Energy, Gurgoan
* Superior Energy, Gurgoan

**Language Capabilities**:

|  |  |
| --- | --- |
| Language | Level |
| Telugu | Native |
| English | High |
| Hindi | High |
| Tamil | High |

**Detailed Professional Experience**:

Full-time work:

1. SELF EMPLOYED CONSULTANT, January’19 – to Present

at Protiviti, Mass QMS Consultants, Global Net Services and other consultancy firms as a private/out-sourced consultant.

Key Deliverables

Creating training materials for various standards, organizing and delivering management, safety and technical trainings (both in-house and at training centres)

Internal audits and other second party audits

Identifying risk and opportunities

Assisting Client Organization in Audits,

Implementing Quality Management Systems and Standards,

Creating/ Drafting/ Reviewing Quality Manuals, Documents (Standard Operating Procedures, etc.),

Educating Co-Workers in understanding and implementation of various Standards specific to client requirements.

1. Beacon Desyne Consultants., January’19 – December’19

Designation – Lead Auditor, Internal Auditor, Trainer, Implementer

Key Deliverables

Creating training materials for various standards, organizing and delivering management, safety and technical trainings (both in-house and at training centres)

Internal audits and other second party audits

Identifying risk and opportunities

Assisting Client Organization in Audits,

Implementing Quality Management Systems and Standards,

Creating/ Drafting/ Reviewing Quality Manuals, Documents (Standard Operating Procedures, etc.),

Educating Co-Workers in understanding and implementation of various Standards specific to client requirements.

Projects: Dormakaba – IMS, Vaishnavi Enterprises – IATF, Draexlmaier – IMS and IATF, Anusham Industries – IATF, AIEMA (Ambattur, Industrial Estate Management Association, Government of India) – IMS and Urban Tree Infrastructures – IMS.

1. Protiviti Global, Dubai, UAE Oct’17 – To Feb’18

Designation – Quality Consultant, Auditor

Company Contours: Consulting solutions for critical business problems such as technologies, business process, risks, analytics, compliance, transactions and internal audit.

Key Deliverables

Conducting gap assessments and internal audit support and training for implementing standards – ISO 9001:2015 for Injazat Data Systems, Abu Dhabi.

Identifying risks and opportunities; mitigating risks and related activities

Creating manuals, process documents, procedures and templates – from the scratch

1. MASS QMS CONSULTANTS., October’13 – September’17

Designation – Lead Auditor, Internal Auditor, Trainer, Implementer

Key Deliverables

Assisting Client Organization in Audits and implementation of Standards,

Risk and Opportunities, Safety and Devices maintenance and control,

Training Officials on Client Requirement Standards,

Creating/ Writing/ Improving Quality Manuals, Documents (Standard Operating Procedures, etc.), Records (Maintenance, 5S, etc.), etc. for clients

Organizing and conducting training programmes for clients and

Educating Co-Workers in understanding and implementation of various Standards specific to client requirements.

Projects: APPL – IATF Standard, Lakshmanan Brothers – IMS and PPAP, Supreme Techno – Customs – All devices and machines inspection, LTP – IMS, Concorde textiles – ISO 9001:2015 and many safety trainings in Laboratories such as SMS Labs, Sargam Labs – NABL 17025 and ISO 13485, Burgan Drilling – IMS, Focus Energy – EMS and Superior Energy – IMS.

1. M/s Lakshmi Vacuum Services Pvt. Ltd., August’11 – September’13

Designation – Quality Head

Key Deliverables

Vacuum Heat Treatment of Steel, ISO9001:2008 Certified, capable of taking huge loads with safety procedures in place providing service to crucial parts in Automobiles.

Measurement and maintenance of Hardness in Vickers and Rockwell Hardness Tester and calibration kit,

System Internal Audit and try to enforce Environmental Management Systems (EMS 14001),

Responsible for the overall quality of internal processes,

Responsible for the quality control of external (out-sourcing) processes,

Ensure customer satisfaction, product quality, analyze rejections and NCRs (Non-Conformity Reports),

To motivate employees and impose continual improvement,

Analyze the need for processing the job and check First Time Quality (FTQ),

Monitoring the effectiveness of QMS (Quality Management Systems), and

Ensure that all the processes are in-line with the quality plan which is to abide by TS16949:2009.

Clients Include: Delphi-TVS, Infastech, Vishay Precision, CCI Valves to name a few.

Freelance consulting and auditing:

SGS, Chennai August’18 – Present

Designation – Auditor

Company Contours: Certification and training for various International Standards. SGS has specialized in Laboratory testing and training candidates (in-house and venue based).

Key Deliverables

Auditing firms for the compliance to specific International Standards

Training and Second party Assessments

Advisory in the implementation of Quality Management System Concepts in Organizations in the field of expertise.

M/s SMS LABS.,( NABL Accredited ) June’14 – To November’ 14

Designation – Deputy Manager - Quality

Key Deliverables

Laboratory that has Recognition and Accreditation by: APEDA, FSSAI, Ministry of Environment and Forests carrying out testing of Air, Water, Metals and Food samples. ISO9001:2008 and OHSAS18001 certified

Internal Audit , Inter Laboratory Comparison Programmes, Internal Quality Checks, Gap Analysis,

Maintenance of Quality Records, Hazard Identification and Risk Assessment, Safety Training, First-Aid and Emergency Preparedness, Safety Programmes like Separation of toxic, flammable chemicals and cost storage conditions,

Training Personnel on Quality and related standards.

Creating and maintaining Quality Manual.

Clients Include: Samsung, Panasonic, Hatsun, Renault Nissan, Royal Enfield, GRT, etc.

M/s Sargam Laboratories Pvt. Ltd., November’12 – To December’13

Designation – External Quality Analyst / Consultant

Key Deliverables

Presently taken over by BVQI.

Chemical and Biological Samples are tested Quantitatively and Qualitatively.

Analysis and Characterization was carried out by testing samples in Spectroscopy, Chromatography, DSC, TGA, DMA, Elemental Analysis by X-Ray Flourescense, SEM and Microscopy dealt with Polymeric Samples,

Created accurate job descriptions and developed standards for customer relationship management.

Clients handled: Only Customs and from unknown private sectors

M/s Sai Ganga Panacea Private Limited., June’11 – To August’12

Designation – Research Analyst

Projects/Research: Poly-Urethane-Urea Blends and Composites

Key Deliverables

To check the Bio-Compatibility of Poly-Urethane-Urea Blends, To check the Cause and Effects of change in the structure and properties of the Blends in the tissues, to arrive at a new formulation to permanent implants for non-regenerative tissues and organs in homo-sapiens.

From 2007 to 2011:

Final Year Project:

Company: Ashok Leyland Private Limited, Hinduja Group,

Topic: Replacement of Steel Battery Carrier with Poly-Propylene(Glass-Filled30%)in trucks

Role: Re-design the Battery-Carrier of Trucks and re-place the steel with a suitable polymer

Over-view: To reduce the cost of production, increase the ease of production, increase the resistance to dynamic forces and analyse it in ANSYS.

Design Skills: Diploma holder in Mechanical CAD (AUTOCAD and PRO-E) in CADD Centre.

Organizational Skills: Seminar on Polymer structure and property relationships (Jan ’2009), Seminar on PETRA’09 (POLYMERS IN ENGINEERING AND TECNICALLY RELATED APPLICATIONS) in Hindustan College of Engineering.

Papers Presented: Calendaring and Thermal analysis of polymers to department Dean and other heads of department as part of a knowledge sharing session. (Sep’2009)

Seminars and Workshops Attended: Workshop on Material Testing and processing equipments, CIPET. (Oct’2009), Workshop in Hyundai Supplier Dong-A India Automobile Private Limited. (April’ 2010) Seminar on the Techniques of processing of composites, TOPP (Technical Organization of Poly Planet-arians), Hindustan College of Engineering, Chennai (Nov ’2010) and Seminar on the process of coagulation of blood (Nov’2010).