

Pratik Kadave

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Professional Experience

Writer (Project Coordinator)

February 2014 to Present, Lionbridge Technologies, Airoli

- Planning and work co-ordination between teams across time zones and locations
- Client interfacing for project-related status
- Performing daily data queries and preparing related reports
- Generating spreadsheets and pivot tables for daily, weekly, monthly and quarterly reports using Excel
- Preparing, maintaining and reviewing technical documentation, such as drawings and specifications, for mechanical engineering projects

Production Officer

July 2013 to January 2014, MAHINDRA RISE, Kandivali

- Planning and supervising the production in the shift as per the requirement
- Monitoring, minimizing, and reworking the rejected material
- Conducting BBS and 5S Audit for each cell assigned
- Monitoring reports of the MIS, OEE, and adherence of safety procedures
- Coordinating with other departments at site, related to production
- Performed daily walk-throughs for safety inspections of the facilities, and participated in safety programs conducted by company and other onsite contractors.

Internship - Industrial Training Program

June 2012 to July 2012, Larsen & Toubro, Powai

- Learning techniques for manufacturing of circuit breaker parts
- Utilizing Performance Index to monitor working hours and quality calculations

Education

| LEVEL | PERCENTAGE OBTAINED | UNIVERSITY/BOARD | COLLEGE/SCHOOL | YEAR |
|------------|---------------------|-------------------------|---|------|
| B.E (Mech) | 64.40 | Mumbai University | Lokmanya Tilak College of Engineering, Navi Mumbai. | 2013 |
| H.S.C. | 66.33 | Maharashtra State Board | Dyansadhana College, Thane. | 2009 |
| S.S.C. | 85.53 | Maharashtra State Board | S.V.P.M. High School, Kalwa, Thane. | 2007 |

Final Year Project:

- Worked on "Environmental Conscious Management (ECM)" as my B.E Project.

Description:

Analysis of waste management system guidelines to synchronize manufacturing techniques with the environment. The Research was based on the study of various manufacturing processes used by construction and manufacturing MNC's for sustainable and economical solutions of waste management.

Technical Expertise

| | |
|----------------------------|---|
| Programming skills: | Basics of C, C++, JAVA |
| Applications: | Microsoft Suite, JIRA, AutoCAD, ProE, Microsoft Visio, Dockeeper, PolyVista, Hyperion, WinSCP, Illustrator and InDesign |
| Operating Systems: | Windows (Windows 2000/XP/Vista/Windows 7) |