

# Asef Sajjad Abir



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## Summary

Cost-conscious and analytical disciplined Industrial and Production engineering graduate with well-developed presentation and skills. Seeking a position as an entry-level industrial engineer to use Kaizen, lean, TPM, TQM, JIT techniques to continuously improve manufacturing procedures. Increase productivity, quality, and profitability through keen data analysis and process design; significantly improve operations and provide efficient resolution of production issues.

## Education

### **B.SC ENGINEERING IN IPE |CGPA:3.25 OUT OF 4.00|NOVEMBER 2016-JANUARY 2021 | BANGLADESH ARMY UNIVERSITY OF SCIENCE AND TECHNOLOGY (BAUST)**

- Related coursework: Operations Management, Operations Research, Inventory Management , Supply Chain Management , Production Planning and Control , Ergonomics and Productivity Engineering , Material Handling , Maintenance Engineering , Computer Integrated Manufacturing , CAD and CAM.

### **HSC |GPA:4.86 OUT OF 5.00| 2014-2016 | BAF SHAHEEN COLLEGE CHITTAGONG**

- Major: Science

### **SSC |GPA:5.00 OUT OF 5.00| 2012-2014 | CHITTAGONG SUNSHINE SCHOOL & COLLEGE**

- Major: Science

## Experience

### **INDUSTRIAL TRAINEE | BERGER PAINTS BANGLADESH LIMITED | DECEMBER 2019- JANUARY 2020**

- Shadowed senior staff members during practical work, assisting wherever possible.
- Gained practical experience by assisting managers and supervisors with various tasks.
- Completed industrial tasks, such as Inventory optimization with supervision or assistance by managers.
- Completed all tasks efficiently and timely, as instructed by industrial managers.
- Repaired and calibrated Scales and machinery to meet precise specifications, as recommended by Quality Manager
- Recommended revision methods of operation, material handling and equipment layout changes to Raw Material Department.
- Assessed worker performance and Health & Safety factors relevant to specific handling tasks.

### **CUSTOMER SERVICE EXECUTIVE | HELLO WORLD COMMUNICATIONS | JULY 2014 – SEPTEMBER 2014**

- Answered more than 300 inbound calls from customers daily.
- Manage large amounts of inbound calls in a timely manner.
- Follow communication “scripts” when handling different topics.
- Identify customers’ needs, clarify information, research every issue and provide solutions and/or alternatives.
- Meet personal/team qualitative and quantitative targets.

## Skills & Abilities

- Technical problem-solving
- Quick learner
- Self-motivated
- Team player
- Quality assurance
- Risk assessments
- Process improvements
- Waste reduction
- Team leadership
- Ergonomics
- Decision-making
- Interpersonal strengths
- Proficient with AutoCAD and Solid Works
- Utilization expertise
- Task Prioritization

## Accomplishment

- Participated in a National Open British Parliamentary Debate Competition in Rajshahi University and placed in the Semi-Finals.
- Participated in Case-solving presentation competition organized by Khulna University of Engineering Technology Department of IPE got selected in the primary round and placed in the Finals.
- Participated in an intra-university presentation competition and placed first.

## Extra-Curricular Activities

- Trained Debater from Drishty Debate Academy.
- Ex-Vice President of BAUST Debating Society(2020-2021) .
- Organized many in-house and as well as National Debate Competition for BAUST Debating Society.
- Organized and hosted different sports event of the university on behalf of BAUST Sports Club.
- Hosted several cultural, sports and academic functions of the School, College And University.
- Cadet Lance-corporal of Bangladesh National Cadet Corps(BNCC).
- Went on two different training camps with the members of BNCC.
- Played Hockey for College and was sent to be trained as a hockey player for the college and completed the training of 30 days.
- Volunteered in many national occasions as a BNCC Cadet Lance Corporal.

## References

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