

REETIKA SHARMA

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Career Objective

Seeking a position in Control System/ Enterprise Resource Planning/ Customer Training that provides me ample opportunity to explore & excel while carving out the niche for personal, professional as well as organizational goals in Automation Industry

Competencies

An effective and qualified professional with 10+ years of experience in Electrical & Automation System Design and Detailed Engineering related to Power Generation Projects. Expertise in Power System Design, Analysis, Detailing, Drawings, Technical Specifications, Basic Calculations, Estimations, Bidding, Testing, Layouts and other Documentations
DCS, PLC, Automation, SAP, Engineering Design, Power Plant Engineering, Energy Solutions

Experience Summary:

May'21 – Apr'22 – Siemens

- Design and development of COMOS SAP interface 'User Manual' for global users in COMOS & AWS Infrastructure
- Assessing existing IT infrastructure and recommending improvements, Developing & configuring SAP solutions
- Project co-ordination and validation, Apply upgrades and patches, ensuring task is delivered within SLA
- Operating and maintaining (L2 support) of the electrical CAD applications like COMOS ET, E3 and ELCAD
- SQL Database design & configuration, Customization of base object, structures, standard tables, user management, Scripting attributes, report/query authoring, software testing
- Microsoft .NET framework, layered application development, and the PLM interfaces on server infrastructure

Nov'15 – Jul'17 – General Electric

- Handled, managed, supervised and conducted various tasks and duties related to Basic, Detail and Review Engineering.
- Interface Management with other disciplines and with other agencies, consultant, suppliers and partners etc.
- Customization of Offer review, tender technical analysis (TTA) and request for quotation (RFQ)s
- Coordination with Customer, Consultants, Suppliers and Partners.
- Implementation of ASAP methods in the SAP modules with ABAP team, BAPI mass data upload into the SAP.
- Design & configuration of SAP systems (MM/HR/EWM/Concur), database & interface, order management – Enquiry, quotation, sales order, delivery, billing
- Review & preparation of DC UPS sizing calculation, Diesel Generator sizing calculation, transformer sizing calculation, earthing calculation, earthing layout, battery and battery charger sizing calculation, Illumination system, Instrument Cable, Power Cable & Control Cable Schedules, Control Room Layout, Junction Box Details, Control Valves (Globe/Angle/Rotary) sizing, Instrumentation List/ Datasheet, P&ID, Hook ups, Hardware Bill of Material
- Design of Distributed Control System, Panel Drawings, Control cabling & wiring schemes for Switchgear, motor control centers, switchboards & control equipment, power outlets and wiring accessories, Process function plans
- Coordinating monthly review meetings/ forecasts & internal audits

Jul' 08 – Oct'15 – Alstom Projects India Limited, Noida

Conducted various tasks and duties as a **Core Team Member** relating to:

- Raising Pre-bid queries / questionnaire to obtain the details, missing documents pertaining to the tender and technically freeze the proposed scheme.
 - Analyze Customer specifications / Request for Quotations techno-commercially.
 - Preparation of clarification / deviation list for pre/post bid.
 - Preparation of Techno-commercial proposals in a timely manner in accordance with client's specifications.
 - Follow up and receive quotation from various suppliers. Evaluation of supplier quotations with the tender requirements and comparative analysis of all quantities & costing.
 - Tender adjudication with the Estimation Manager, techno commercial discussion with client and consultant.
 - Preparation of value engineering proposals, project schedules and budgets.
 - Preparation of I/O List for PLC system, PLC data sheets, preparation of PLC system architectures, PLC panel general arrangement, SLD, control schematics, IO module drawings, loop wiring diagram, inter connection details, support in procurement of PLC system, control Cabinet GA & Detail SLD drawing, control cabinet wiring diagram, Functional Design Specification, Factory Acceptance (FAT) and Site Acceptance Test (SAT).
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Professional & Academic qualifications:

2008 – Bachelor of Technology (B.Tech) in Electrical Engineering from National Institute of Technology, Kurukshetra

2015 – Certificate Program in Cyber Laws from Symbiosis

2017 - Post Graduate Diploma in Business Administration in Human Resources from Symbiosis

2020 – Master of Technology (M.Tech.) in Design Engineering from Birla Institute of Technology, Pilani

Accomplishments

- Werner Won Siemens Country Award, The management Board of Siemens AG, Munich, October 2021
 - COMOS SAP Interface training, ECAD Team Award, Siemens, 2021
 - Growth with heart, Art Attack, Siemens jury Gold Award, 2021
 - Above & Beyond Award, Engineer Recognition, General Electric, 2017
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Computer Skills

- Operating Systems familiar with: Windows XP, 2K, 9X, Vista
- Software familiar with: Project Costing Tools, COMOS Admin, ITSM, Siemens NX, SolidWorks, ProE, ServeNow, SAP, ATHENA, AUCOPLAN, AUTOCAD, MATLAB, LABVIEW, PSIM, MS Office 2007, Adobe Photoshop