



DEEPAK KUMAR

ELECTRICIAN CUM P&M ASSISTANT / MIS/ BILLING / ISO DOCUMENTS

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ADDRESS

Permanent Address:

Vill.- Murawal (Ekla)
P.O.- Fatehullahpur
Distt.- Ghazipur
Uttar Pradesh
233302

☎: 08574936568

OBJECTIVE

Seeking a responsible post with an opportunity for professional challenge and growth to support and enhance co-operative objectives of the company.

QUALIFICATION

- ❖ **Diploma in computer Application** from Info-Tech Computer Centre, Ghazipur, Uttar Pradesh in September 2007.
- ❖ **ITI (Trade – Electrical)** form Govt. Industrial Training Institute, Tulsi sager, Ghazipur, Uttar Pradesh with an Aggregate of **96%** in July 2009 (theory) & 91.8% in July 2010 (Practical)
- ❖ **XII Std** from Subhash Inter College (U.P Board), Ghazipur, Uttar Pradesh with an aggregate of **56.8 %** in May 2007.
- ❖ **X Std** from Subhash Inter College (U.P Board), Ghazipur, Uttar Pradesh with an aggregate of **64.5%** in June 2005.

WORK EXPERIENCE

Company	Larsen & Toubro Limited, Construction
Project	Four Lanning of Beawar, Pali to Pindwara Road Project. 240.05 KM
Period	From 09th APRIL 2012 to 16th SEPTEMBER 2015
Role	Electrician cum P&M Assistant – Information System
Responsibilities	<ul style="list-style-type: none">✓ Ensuring availability & up-keeping manuals & Technical Documents like, Drawing & Part Catalogue.✓ Analyzing Equipment wise operating cost (Monthly).✓ Identification & reporting of Non-moving & surplus spares.✓ Keep records of Maintenance tasks. Any major deviation is to be highlighted.✓ Responsible for preparation of various MIS reports covering areas of equipment performance, plant cost, repair history & other statutory requirements.
Company	Larsen & Toubro Limited, Construction
Project	Four Lanning of Reewa, Katni, Jabalpur to Lakhanadon Road Project. 300.0 KM
Period	From 16th SEP. 2015 to Till date
Role	P&M Assistant – Information System
Responsibilities	<ul style="list-style-type: none">✓ Plan and carry out periodical maintenance on the equipment as per recommended periodicity and 'site conditions.✓ Monitor maintenance tasks to ensure timely execution.✓ Check on availability of maintenance spares and consumables at stores so that minimum stock level is always maintained to avoid downtime.✓ Planning & control of spares procurement, consumption, stock and obsolescence.✓ Ensure proper operation and preventive maintenance of all equipment.✓ Ensure all procedures, laid down by Management are being implemented and adhered to.✓ Ensure all reports needed by the system are prepared and submitted to concern in time.

COMPUTER SKILLS	➤ Knowledge of MS Office. Like Excel, word, note pad, power point and paint.
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WORKING AREA

Maintenance Skills

- ✓ 3 Phase Induction motor repairing and Assembling.
- ✓ MCBs, RCCBs, ELCBs, MCCBs, MPCBs, OLRs, well knowledge of their operations.
- ✓ In industrial fields: - Operating knowledge of Gantry Crane, Batching Plant, and WMM Plant and Electrical panel wiring well knowledge also.
- ✓ Well knowledge of house wiring and Industrial wiring.
- ✓ Well knowledge L&T switch gear maintenance and Repairing like Changeover switch, TPN, MCCB, MPCB & etc.
- ✓ Well knowledge of work shop based Repairing & Maintenance.

MIS Skills

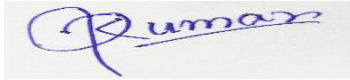
- ❖ Well knowledge of L&T EIP (Enterprise Information Portal)
- ❖ Material Request (MR), Purchase Order (PO), Asset Management Systems (AMS)
- ❖ In MR Module MR creation, editing, view and cancellation`s well knowledge.
- ❖ In PO Module PO view, PO creation good knowledge
- ❖ In AMS Module Assets Log Sheet Entry, Log sheet Editing, Down Time Creation, Repairing Commissioning creation, Equipment Failure Reports Creation & All others activities.
- ❖ L&T ISO Document`s Records Maintaining & Timely Review.
- ❖ All reports Equipment related like - MPR (Monthly Performance Report), EMFC (Equipment Monthly Fuel Consumption), Plant Productivity Report, ATR (Asset Turnover Ratio), MRM, DRM, DG Productivity, S-3 (Plant And Machinery), Workmen & Staff List, Diesel Issued Record, CP (Cost of Plant), Hire Asset Monitoring And Utilization, Hire Cash Flow Out, P&M Costing, Audit Reports, Material Management – MR, PO, MRN, and etc.
- ❖ GPS tracking of Assets and Their status, GPS Installation work and Handling All activities of GPS.
- ❖ AIS (Asset In Sight) – IOT – All Reports Generating, Review And Handling them.
- ❖ All Cluster, Site reports preparing and providing to Respective Person or Department.

PERSONAL INFORMATION

Name	Deepak Kumar
Date of Birth	15 th July 1990
Marital Status	Married
Nationality	Indian
Language Known	English, Hindi.
Strength	Honesty, Hardworking, Positive attitude.

DECLARATION

I hereby declare that above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.



(Deepak Kumar)

Date: 19-05-2019

Place: Jabalpur, Madhya Pradesh