



## NAVEEN GEORGE JOSEPH

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**In quest of career enrichment opportunities in Industrial Technical Works with an organisation of repute.**

### ACADEMIA

Degree	Name of Institute	Board of Study	Percentage of Marks	Year of Passing
B.Tech. Mechanical Engineering	Acharya College of Engg., & Tech., Pondicherry	Pondicherry University	82.6%	2016
H.S.L.C	St. Mary's Boys Matric. Higher Sec., School, Chennai	State Board	79.5%	2012
S.S.L.C	St. Mary's Boys Matric. Higher Sec., School, Chennai	State Board	71.2%	2010

### AREA OF EXPERTISE

- ➲ Currently fostering as "**Techno-Commercial Manager**" in department of Sales in a well esteemed **Metrology Lab**.
- ➲ Working Since **2016 Oct**, with **8 years and 6 months** of experience in Industrial Calibration Services & Fire & Safety in Construction in Countries **Qatar, Oman & India**.
- ➲ Sales and Handling of projects with respect to Calibration of Instruments, Validation of Equipments as per NABL (ISO 17025:2017) and experience in environmental Fire & Safety systems in compliance of UL technical demands.
- ➲ Knowledge in Quality System Manual & Procedure, Quality forms and formats in line with ISO/IEC 17025:2017 and Correlate for smooth operations with quality in system.
- ➲ Perform Installation, Operational & Qualification of Equipments with documents for Pharmaceutical – Biotech Clients.
- ➲ Testing for FM200 room Integrity/ Leakage using Retrotec-Door Fan Blower and certification.
- ➲ **Uncertainty budgeting** and calculations for better Calibration Measurement Capability (**CMC**) and Quality Certifications
- ➲ **Audit preparation** for Calibration Laboratory as per ISO: 17025:2017 having faced two Re-assessment ISO Audits and one Main Audit for ISO 9001:2015.

## **KEY TECHNICAL EXPERTISE**

- I. **THERMAL** Calibration-Validation of Furnace-Oven-Incubator-Mapping, Autoclave (Vertical/ Horizontal), Temperature Sensor Calibration, Room Validation, Pyrometer Sensor etc.
- II. **MECHANICAL, MASS, DIMENSIONS & FLOW**-AHU Clean Rooms Validations, Torque Wrench, Callipers, Micrometres, Dial indicators, Surface Plate, UTM, Pressure & Vacuum devices, Centrifuge, Dimensional Gauges, Weighing Balance, Standard Weights, Dial and Coating Thickness Gauge, Tachometer, Sound Level Meter, Try square, Bevel protractor, Push Pull gauge, Flow meter, Pressure & Temperature Chart recorders (Prime work in Oman) are the main to list them few.
- III. **VOLUMETRIC**  
(Micro)Pipettes, Measuring Glass-wares.
- IV. **ELECTRO-TECHNICAL**  
Temperature Controller-Indicator, Data Recorder, Timer, Stopwatch, RPM, Operate Multi Product Calibrator (Fluke-5522A, 5200A) etc.
- V. **PASSIVE FIRE SYSTEMS:**  
Fire Stop- Passive Fire protection solutions for MEP Penetrations, HVAC, Construction Joints, and Duct Enclosures, Electrical Cable bundle, Cable Trays, metal pipes and all various through penetrations. Other scope such as water tight sealing, Fire stop for Curtain Wall-Facade systems, Cable coating protection, Steel fire protection, Building shafts & Expansion Joint Systems. FM 200 Room Integrity Testing (ISO/NFPA 2012)/ Leakage Testing using Retrotec Door Fan Blower and improvise the retention time.

## **TEAM ENGAGEMENTS & ACCOUNTABILITIES**

- ⦿ Monitoring and sustaining a controlled environment, imparting training to team members that fosters development opportunities and motivates high performance amongst team Engineers.
- ⦿ Regularly deliver presentations on study reference to IS/ISO Documents, Measurement Science.
- ⦿ Liaising and building technical presentations with Industrial Units to surpass Customer's expectations
- ⦿ An effective participation in Minutes of MRM developing points as agenda.
- ⦿ Participate monthly internal training programs and examinations on technical topics and get evaluated.

## **ORGANIZATIONAL PROFILE**

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**EQUATION CALIBRATION SERVICES PVT. LTD., Chennai, India**

(Since Nov'20)

**Current Designation: Techno Commercial Manager**

*The Company is Calibration service provider offer all forms of laboratory and factory instrument calibrations that help clients to meet regulatory requirements capabilities relative to Temperature & Humidity, Mass & Volume, Electro-Technical and Pressure & Vacuum. They also manufacture & supplies of high precision standard weights.*

## **ROLES & RESPONSIBILITIES**

- ⦿ Prepare and execute IQ OQ P Documentations for qualification of Equipments/ Area.
- ⦿ Following with 21CFR Part 11 compliance in validation process.

- ⦿ Performing Calibration of Measuring Instruments – Equipments in an Environmentally Controlled Laboratory & at Site Factory/ Lab.
- ⦿ Involving in Expansion of technical Scope of Calibration Parameters that surges growth development to Organization.
- ⦿ Technical & Sales works through Calls/ E-mails & direct visit to Clients of Sectors Pharmaceuticals, Food, Chemical & more Industries with extensive scope of works.
- ⦿ Handling Technical Queries/ Compliance to meet Upto Customers' Satisfaction.
- ⦿ Managing schedules on regular basis with Clients to meet requirements of Technical & Sales aspects, Negotiations & track progress.
- ⦿ Handle Clients & fixing appointment for site demonstration & Projects requirements.
- ⦿ Reduce run-time of Projects, Follow up on payments & Close month's track sheet on time.
- ⦿ Enhancement of scopes based on the inquiry generations and volume of requirements.

## **ACHIEVEMENTS**

- ⦿ Played an instrumental role in the growth of the company within 1 year time through strategic planning and targeting the specific clients.
- ⦿ By targeting specific clients delivered a solid business revenue, anchoring for years in revenue stream.
- ⦿ Created and built a solid track of projects and catered market base of Pharma sector.

**MANYCON TRADING & CONTRACTING WLL. Doha, State of Qatar** (Mar'19- Nov'20)

**Designation: Technical & Sales Engineer**

Manycon is specialist in Passive Fire Protection with wide range of works in the field Fire & Safety Protection, FM 200 Room integrity Testing (Blower Door Fan- Retrotec), Passive Fire Stopping for various solutions such as structural Fire Protection, Sprayed Insulation, fire barriers, Fire compartmentalization, slab openings, Fixed Board Fire Protection in Hi-Rise Building, Warehouses, Metro Tunnels, STP Plants, Kharamaa etc.

- ⦿ Technical evaluation of projects to comply with most high quality safe standards which assists by UL approvals/ Engineering Judgment from Manufacturers **HILTI**, 3M, SVT, STI.
- ⦿ Prepares Technical submittals to clients/ Consultants such as Pre-Qualification, Method of Statement.
- ⦿ Work on projects in flow with Estimation, analyze technical requirements to comply with site artifacts, handling technical queries with Contractor/Consultant, scheduling, planning of works to achieve targeted time of completion of projects.
- ⦿ Facing Civil Defense Inspections on Handing over the projects with Passive Fire Protection & FM200 room Integrity testing.
- ⦿ Assists & team with Project Engineers to integrate accurate & fast progress in works.

## **ACHIEVEMENTS**

- ⦿ Created innovative marketing brochures, flyers, lead generation materials, advertising and sales support tools.
- ⦿ Increased the business volume increased many folds and thereby the business revenue.
- ⦿ Demonstrated exceptional communication skills in consulting with key decision makers, delivering powerful presentations, persuasively negotiating major transactions, steering critical committees, managing high profile accounts, diplomatically troubleshooting problems, and delivering comprehensive training programs.
- ⦿ Successfully handled the most prestigious Projects of key client Hyundai Engineering-Al Dhakhira STP, Sheraton Hotel, Qatar Foundation, Al Jaber T & C, INSHA Co, Qatar

Infrastructure Co, Ritz Carlton Hotel, Buzwair, Somerset Tower, , Cobra – Army Project, Salwa Project.

## **CALTROLS MIDDLE EAST- Muscat, Sultanate of Oman**

(Sep'18 – Mar'19)

### **Designation: QA & Calibration Engineer**

*Caltrols is specialized in Supply, Calibration & Services for various test & measurements, Process & Controls Instrumentation & Valves. Installation, Calibration & Service of Prime Products of Chart Recorders, Pressure Transducers etc., an Authorised trader partnering with more than 13 Principles which is also Certified Laboratory to ISO 17025 & 9001:2015*

### **ACHIEVEMENTS**

- ⌚ Execution of complete management system in Trading, Calibration & Service as per ISO 9001:2015 & with well experienced operations in ISO: 17025
- ⌚ As a single lead in Quality Dept. successfully cleared main Audit 9001:2015 with an excellent feedback result from the Assessor of Bureau Veritas.
- ⌚ Execute to Install, repair & Calibration one of our most prime product - Chart Recorders
- ⌚ Attended Site Calibration work in Oman - Oil & Gas Companies independently.

## **EQUATION CALIBRATION SERVICES PVT. LTD., Chennai, India**

(Dec'17-Sep'18)

### **Designation: Calibration Engineer - Sr. Calibration Engineer**

*The Company is Calibration service provider offer all forms of laboratory and factory instrument calibrations that help clients to meet regulatory requirements capabilities relative to Temperature & Humidity, Mass & Volume, Electro-Technical and Pressure & Vacuum*

### **ACHIEVEMENTS**

- ⌚ Cleared Re-assessment audit- Prepared Quality Procedures, System Manual and Forms & Formats correlated all together for better Operational Quality (as per ISO: 17025).
- ⌚ Successfully extended Scope in Low pressure ( $\pm 20\text{mbar}$ ) calibration and Micro-Ultra Balance calibration with Std. as E1-Class Weights (Balance readability  $0.1\mu\text{g}$ ), where I Undertook Mechanical Metrology Department.
- ⌚ Completed Post Audit NC Closure works of corrective action planned and its root causes with on time.
- ⌚ Work done at Industries-Automobiles, Pharma, Food-Industries & Testing Labs.

## **PERFECT CALIBRATION CENTRE PVT LTD, Chennai, India**

(Oct'16 to Dec'17)

### **Designation: Calibration Engineer**

*Company provides industrial clients rendering calibration services to industrial units respect to Mechanical, Volume, Density, Pressure, Torque, Electro-Technical & Thermal calibration and various Parameters.*

### **ACHIEVEMENTS**

- ⌚ Achieving Sales with Cold Calling / Tele-Call / E-mails fostering Developmental Sales & new business opportunities in market
- ⌚ Performed renewal Audit 2017 under Mechanical parameter (ISO: 17025).
- ⌚ Demonstration of Calibration methods whilst customer Audit in Lab premise.
- ⌚ Work done at sites with the key clients such as M/s. Royal Enfield, Hyundai motors, Yamaha, Timken, Greatoo Moulds, Uniparts, Hinduja Foundries (Unit of Ashok Leyland).

## **PERSONAL DOSSIER**

Date of Birth

: 9<sup>th</sup> July, 1995

Permanent Address :94, Vesta Showers, 2nd Main Road, Kuberan Nagar Extn,  
Sivaprakasam Nagar, Madipakkam, Chennai – 600091  
Nationality : Indian  
Languages Known : English, Tamil & Deaf sign Language.

### **DECLARATION**

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I hereby declare that the above mentioned facts are true and correct to the best of my knowledge and belief

Place: Chennai, India

yours sincerely,

Date: April, 2025

*(NAVEEN GEORGE JOSEPH)*