JANMAYJAY SWETANK

BARAHIYA HOUSE, PARVATI PATH, NEW CHITRAGUPT NAGAR, KANKARBAGH

PATNA, BIHAR 800020

MAIN : +91 6201136092

janmayjay89@gmail.com

**Objective**

Position where extensive Engineering Management along with project management experience will add value to the company

**Experience (7+ YEARS)**

**Alkem Laboratories ltd, Daman**

**Assistant Manager , 2020- Present**

**Teekay Corporation, India**

**Electro-Technical Officer, 2017 – 2019**

**(Assisting Chief Engineer)**

* Detail-minded with a good eye for balance and organization, assisting and reporting jobs to Chief Engineer.
* Developed and maintained systems drawings, technical description documents, and software flow drawings
* Ensured efficient operation for receiving imports, stock allocations, inventory controls, order picking and packing, and all aspects of shipping customer orders on a timely and cost effective basis
* Generated schematics, improved test procedures, and assisted with circuit designs on new projects.

**Alkem Laboratories Ltd, Baddi, Himachal Pradesh India**

**Executive (Project) 2017**

* Helped prioritize work schedules and delegated assignments
* Responsible for Calibration Activities of plant.
* Developed and implemented monitoring methods and procedures including project reports and staff conferences
* Established goals and objectives, developed policies and procedures, trained staff, and initiated and enhanced systems
* Work effectively on a team, synthesizing facts and ideas, coordinating events and operations, and solving problems.
* Accomplished the commissioning of plants project at proper given time with effective benchmarking.

**Teekay Tankers. Ltd, Houston, Texas**

**Electrical Officer, 2013 - 17**

* Completed operation and maintenance of various telecommunications circuits, including microwave, satellite, HF, UHF, and MF circuits
* Developed and maintained systems drawings, technical description documents, and software flow drawings
* Installed all security, fire, telephone, HVAC, and other systems that require electrical power and/or wiring
* Repaired and installed distribution circuits
* Generated schematics, improved test procedures, and assisted with circuit designs on new projects.

**Certifications**

*ETHICS OF MANAGERS 2018*

**Santa Clara University, USA**

Certified by Santa Clara University in the ethical behavior of the

Managers

*ACADEMY FOR Ads 2018*

**Google Certification**

Certified by Google in AdWords Fundamentals

*MOBILE SITES DESIGN 2018*

**Google Certification**

Certified by Google for knowledge of mobile sites design, and an understanding of best practices and current browser technologies

*DIGITAL SALES CERTIFICATION 2018*

**Google Certification**

Certified by Google for knowledge about how to sell digital marketing services and products

*GOOGLE ANALYTICS INDIVIDUAL QUALIFICATION 2018*

**Google Certification**

Certified by Google for understanding advanced Google Analytics concepts

*CERTIFICATE OF COMPETENCY AS ELECTRO-TECHNICAL OFFICER 2017*

**GOVERNMENT OF INDIA**

*CERTIFICATE OF PROFICIENCY IN BASIC TRAINING OIL/CHEMICAL TANKER CARGO OPERATIONS 2017*

**GOVERNMENT OF INDIA**

*HIGH VOLTAGE SAFETY & SWITCH GEAR (MANAGEMENT LEVEL) 2017*

**B.P MARINE ACADEMY**

*PROFICIENCY IN SURVIVAL CRAFT AND RESCUE BOATS 2016*

**CENTRE FOR MARITIME EDUCATION AND TRAINING**

*ADVANCE FIRE FIGHTING 2015*

**CENTRE FOR MARITIME EDUCATION AND TRAINING**

*MEDICAL FIRST AID 2015*

**CENTRE FOR MARITIME EDUCATION AND TRAINING**

*CERTIFICATE OF COMPLETION (REFRIGERATION CONTAINER) 2013*

**CARRIER TRANSICOLD , USA**

*PERSONAL SURVIVAL TECHNIQUES 2013*

**Training Ship Rehman approved by Director General Of Shipping of India**

*FIRE PREVENTION & FIRE FIGHTING 2013*

**Training Ship Rehman approved by Director General Of Shipping of India**

*ETO 2013*

**Anglo Eastern Maritime Academy**, MUMBAI

I have done my Electro-Technical Officer course from Anglo Eastern Maritime Academy , which was Advanced Electrical & Electronics training.

*ELEMENTARY FIRST AID COURSE ,* 2013

**Anglo Eastern Maritime Academy**, Mumbai

*OIL TANKER FAMILIARIZATION COURSE ,* 2013

**Anglo Eastern Maritime Academy**

**Skills**

• Budgeting -- Capital and Operating

• Business Development

• Project Design, Scope, Management & Rollout

• Job Safety Analysis (JSA)

• Safety Procedures

• Multilevel Project Management

• Industrial Relations

• Process Improvements

• Project Design, Scope, Management & Rollout

• Loss Control/Risk Management

• Strategic Planning

• Technology Needs Analysis

• National &International Security

**Education**

**PGDM IN Marketing (Executive)**

**IMT,Ghaziabad ( 72.5%)**

**B,TECH IN Electrical and Electronics Engineering, 2013**

**SRM University (82.48 %)**

**Honors and Activities**

* *Outstanding contribution in Technical field for Electrical & Electronics Engineering dept. 2012*

*SRM UNIVERSITY*

Awarded outstanding contribution in Technical field for Electrical & Electronics engineering dept. 2012

* *Excellent Appraisal Reports in Designated Ran*

*Teekay Tankers Ltd*

Excellent appraisal reports given by Chief Engineers for excellent performance in work

**PUBLISHED**

**A Modified Detection Technique of Object in Radar**NCRTICT 2012, SRM UNIVERSITY NCR CAMPUS

Presented this Paper in the NCRTICT '12 Conference held at SRM University