
Personal Information

Software Knowledge: SAP, ERP Production (Astea Employee Portal), BAAN System, Acrobat Adobe and Microsoft Office.

Language Competency.

- English: written and spoken(Fluent) ,Tamil: written and spoken(Fluent)
- Malay: spoken(Moderate) , Chinese: spoken(Moderate)

Education

November 2021, Awarded: Bachelor of Arts (Honours) Business and Management,
Upper Second Class, DE MONTFORT UNIVERSITY, LEICESTER.

Core Modules Covered:

1. Customer Management
 2. Managing Change and Innovation.
 3. Critical Analysis of Organisation
 4. Creative Management and Marketing
 5. Global Strategic Management
 6. Global Contemporary Business Issues
- October 2011, Awarded: Diploma in Precision Engineering, Nanyang Polytechnic (NYP).
 - October 2003, Awarded: Higher-Nitec in Mechatronics Engineering, ITE Tampines
 - December 1999 ,Awarded: NTC-2 in Precision Engineering (Machining), ITE Pasir Panjang
 - December 1997, Awarded: "N" Levels, Loyang Secondary School
 - November 1993, Awarded: PSLE, Chongzheng Primary School

National Service Details

- Enlistment, 26 April 2000
- Vocation: Supply Assistant
- Rank: Lance-Corporal
- Completed NS (ORD) , 25 April 2002
- Completed Reservists Cycle, Military Reserve Release Date: 31 March 2018

Professional Certificates

- **Oil/Petrochemical Industry Safety Course for Supervisors** from NTUC Learning Hub Pte Ltd.
- **ISO 9001:2008_QMS and IQA**, Singapore Quality Institute
- **Application Specialist Course on IPC/WHMA-A-620**, Requirements and Acceptance for Cable and Wire Harness Assemblies
- **ISO 9001: 2015_QMS and IQA**, Singapore Quality Institute
- **Level 4-Workforce Skills Qualification Diploma in Human Resources (Business Partner)**
 - Human Resource Analytics and Insights Level 4 : Manage Human Resource Analytics
 - Stakeholder Engagement and Management Level 4 : Develop Workplace and Business Relationships
 - HR Policies & Legislation Framework Mgmt. Level 4 : Ensure Compliance With Relevant Laws & Regulations
 - Human Resource Strategy Formulation Level 4: Align Human Resource Services with Business Needs.
 - Operational Excellence level 4 : Measure Human Resource Functional Effectiveness
 - Organisational Change Management Level 4: Develop and Implement Change Strategies and Plans
 - Financial Acumen Level 4: Manage Budgets and Finances (Blended)

Employment History.

Information Technology and Services Industry.

QA Engineer cum Warehouse Operations & Management and Procurement.

Current Employment.

HKBN JOS SINGAPORE PTE LTD

(October, 2018) (Formerly known as Jardine One Solution 2001 Pte Ltd)

QA Engineer (Primary Scope) _B2C

- Functional validation of all servers/equipment related to System Engineer's needs.
- Functional validation to all new incoming servers /equipment.
- Communicate to vendors as and when issues found with the servers/ equipment.

- Communicate with customer on the issues faced with our IT system and derive to solutions to resolve e.g. Replacement of IT system or arrange engineer to go down to troubleshoot.

Warehouse Operations (Primary Scope)

- Monitor the amount items draw out and utilized by System Engineers.
- Ensure System Engineers back order the used items into company system for individual case.
- Ensure full transaction of the back order is completed before handing over to finance.
- Preparation of SOP for each process from receiving of parts till the end process.
- Periodically revise the SOP to cater the needs of the company practices.

Procurement (Purchaser) (Secondary Scope) _B2B

- Communicate to approve vendors for parts to be purchased.
- Review quotations and negotiation of cost. Enclose PO to respective vendors.
- Monitor the EDD for all purchases and timely enquire from vendors on the delays.
- Liaise with 3rd Party Logistics (**3PL**) and 4th Party Logistics (**4PL**) catering to organization & customer needs and/or requirements.

Appointments:

- Lead for Risk Assessment Team (Conduct periodic review and administer reports)
- Lead for Continuous Improvement Program (Conduct periodic review and administer reports)
- Member in Business Development Team (Attend review meetings and administer reports)

Reason for leaving: Seeking a higher and challenging position in a reputed organization where I can learn new skills, expand my knowledge, and leverage my learnings. To get an opportunity where I can make the best of my potential and contribute to the organization's growth.

Current Salary: \$3335/-(Basic + Mobile Allowance)

Expected Salary- \$ 3500 - \$3700/-

Notice Period: 1 Month

Cable Harnessing Industry: 09/2017 – 10/2018

Organisations: Exxel Technologies Pte Ltd

Designation: Quality Engineer (Customer and Supplier)

Quality Management System Rep (Conduct periodic review and administer reports)

Risk Assessment Lead (Conduct periodic review and administer reports)

Job Descriptions:

- ☐ Audit existing suppliers and new supplier to qualify them
- ☐ Clear backlog NCRs in-house and new NCRs raised on supplier's quality issues.

- ☐ Monthly meet up with suppliers on quality issues and discussion on improvement plans.
- ☐ First article inspections and documents submissions to customers.(PPAP & PFMEA)
- ☐ Failure Analysis on customer rejected parts and submit Corrective Action Report to customer. (8D submissions)
- ☐ Failure Analysis on internal rejected parts by OQC Inspectors and raise Internal Corrective Action Report for Production Department to submit.
- ☐ Prepare new OMS and update current OMS as per customer requirements.
- ☐ Internal department audits every 3 months to sustain a proper system within the organization.
- ☐ Attend to customer feedbacks at site and if require perform rework at customer's site.
- ☐ Ensure all measuring instruments and equipment's are calibrated and maintained up to date.
- ☐ Supervise and train all new and existing QC inspectors on inspection and documentation process.
- ☐ Attend customer meeting and understand on their new or existing requirements.
- ☐ Reply to customer's self-audit checklist and prepare the necessary documents for the audits.
- ☐ Maintain QMS documents and periodically update all departments' procedures.

Years Served: 1 yr 1 mth

Last Drawn Salary: \$2800

Reasons for leaving: China technicians not able to adapt to quality mind-set due to poor direction of their lead.

Manufacturing Industry (Zinc Casting): 04/2016 – 09/2017

Organisation: Microcast Pte Ltd

Designation: Quality Engineer (Customer and Supplier)

Quality Management System Rep (Conduct periodic review and administer reports)

Job Descriptions:

Supplier Quality Engineer:

- ☐ Audit existing suppliers and new supplier to qualify them.(Plating and Coating suppliers from Singapore, Malaysia and Batam)
- ☐ Process studies on the individual parts which my suppliers are performing.
- ☐ Perform incoming inspections from suppliers e.g.:
Plating thickness, coating thickness and dimensional checks.
- ☐ Deliver rejected parts to suppliers for rework and understand where and when their process fail to meet our requirements.
- ☐ Clear backlog NCRs in-house and new NCRs raised on supplier's quality issues.
- ☐ Monthly meet up with suppliers on quality issues and discussion on improvement plans.

Customer Quality Engineer:

- ☐ First article inspections and documents submissions to customers

- ☐ Failure Analysis on customer rejected parts and submit Corrective Action Report to customer.
- ☐ Failure Analysis on internal rejected parts by OQC Inspectors and raise Internal Corrective Action Report for Production Department to submit.
- ☐ Prepare **PPAP and PFMEA** for new parts and existing parts if required by customers.
- ☐ Submit monthly yield report to customers.
- ☐ Submit monthly incoming, outgoing and rejection quantity in chart form to management.
- ☐ Internal department audits every 3 months to sustain a proper system within the organization.
- ☐ Attend to customer feedbacks at site and if require perform rework at customer's site.
- ☐ Deliver replacement parts to customers and pick up rejected parts from customers in order to prevent line down time or lead time at customer's end.
- ☐ Ensure all measuring instruments and equipment's are calibrated and maintained up to date.
- ☐ Supervise and train all new QC inspectors on the processes and cross train existing QC Inspectors on different processes.
- ☐ Attend customer meeting and understand on their new or existing requirements.
- ☐ Reply to customer's self-audit checklist and prepare the necessary documents for the audits.
- ☐ Maintain QMS documents and periodically update all departments' procedures.

Years Served: 1yrs 4mths (Performance testimonial and QMS Rep Memorandum received).
Last Drawn Salary: \$2800

Reasons for leaving: Assigned by management to permanent night shift duty. Not able to commit to permanent night shift due to having a toddler and a 2 month old baby at home. I have to place both of my kids in childcare and infant care in the morning. My wife will need to be at school at 7am therefore not able to wait till I end my night shift duty.

Cable Harnessing Industry: 11/2014 – 04/2016

Organisations: Pecko Electronics Ptd Ltd

Designation: Quality Assurance Engineer (Customer and Supplier)

Quality Management System Rep (Conduct periodic review and administer reports)

Risk Assessment Lead (Conduct periodic review and administer reports)

Job Descriptions:

Quality Assurance Engineer

- ☐ First article inspections and documents submissions to customers.
- ☐ Failure Analysis on customer rejected cables and submit Supplier Corrective Action Report to customer.
- ☐ Failure Analysis on internal rejected cables by OQC Inspectors and raise Internal Corrective Action Report for Production Department to submit.
- ☐ Prepare PFMEA for new cables and existing cables if required by customers.
- ☐ Submit monthly yield report to customers.

- ☐ Submit monthly incoming, outgoing and rejection quantity in chart form to management.
- ☐ Internal department audits every 3 months to sustain a proper system within the organization.
- ☐ Attend to customer feedbacks at site and if require perform rework at customer's site.
- ☐ Deliver reworked cables to customers or pick up defective cables & replace with new ones from customers in order to prevent line down time or lead time at customer's end.

Process Engineer

- ☐ Ensure all cable harnessing tools and machineries are calibrated and maintained up to date.
- ☐ Supervise and train all new operators on the processes and cross train existing operators on different processes.
- ☐ Supervise and conduct trainings for operators on new and existing cables processes based on IPC 620 standards.

Years Served: 1 year 5 mths

Last Drawn Salary: \$2700.

Reason for leaving: 80% of projects from customers will be produced by China branch and attentively Singapore branch will only produce 20% of customer projects and be operational in Singapore till further notice.

Electronics Industry: 08/2011 – 11/2014

Organisation: ST Electronics (Satcoms & Sensor Systems)

Designation: Associate QA Engineer (Customer and Supplier)

Job Descriptions:

- ☐ Incoming inspections of military defence equipment.
- ☐ First article inspections and in-process checks on project built as when requested by project managers.
- ☐ On-site acceptance test of defence systems
- ☐ Investigations on failures of satellite systems while on the move island wide and submit reports to respective project managers.
- ☐ Perform Vendor audits every 6 months.
- ☐ Required to sail and travel overseas frequently to ensure all the test cases are conducted to fulfil the requirements of end users (military personnel).
- ☐ Internal inspections of PCBA (Module level) in clean room environment.
- ☐ Testing of wire tensile strength using the wire pull equipment.
- ☐ Internal department audits every 3 months

Years Served: 3yrs 3mths (Certificate of Appreciation received for Project)

Last Drawn: \$2300.

Reason for leaving: Frequent overseas travelling required for at least 2 weeks to 2 months.

Due to family commitments not able to travel overseas for a long period of time.

Semiconductor Industry: 08/2010 - 08/2011

Organisations: Flextronics

Designation: QA Technician

Job Description:

Perform In-process QC, Final QC and Administrative Scope (Validate documents)

Years Served: 1yr (Performance testimonial received).

Aviation Industry: 06/2002 - 08/2010

Organisations: Pratt & Whitney Group of Companies (PW) and Singapore Jamco Pte Ltd (SJ)

Designation: Junior Aircraft Technician to Senior QA Inspector.

Job Descriptions:

1. PW: Aircraft Technician (Spray Painting and Assembly Technician)_2yrs
2. SJ: Cabin Maintenance Technician and Spares Control Tech_1yr
3. PW: Senior QA Inspector(Engine components and Final Assembly)_5yrs

Years Served: 8 yrs. (Performance testimonial and Long Service Award received).