Organization: Vinark Solutions

Job Title: Junior Project Manager Intern

Functional Reporting Area: Information Technology

Organization Primary Focus: Information Technology

Approach/Methodology Traditional: (Waterfall and Agile)

Project Team Sizes: 1 to 4

Project Budget: $0.5M-$1M

Time Spent on Project to Date: December, 2024 - February, 2025

Project Objective:

The objective of this project was to implement a Digital Batch Execution & Compliance System in a cotton extraction company. The application was designed to replace paper-based processes with an automated system, covering the end-to-end manufacturing process from Dispensing to Material Management, Manufacturing stages, Packaging, eLogs, and In-Process Quality Control (IPQC). The system aimed to enhance regulatory compliance, data accuracy, and process efficiency while ensuring adherence to Good Manufacturing Practices (GMP) regulations.

My Role:

As a Junior Project Manager intern, I was responsible for overseeing the successful implementation of the application on the client's physical servers, customizing the solution to meet agreed-upon requirements, and providing user training to ensure adoption by the manufacturing teams. I also played a key role in gathering client feedback, ensuring compliance with regulatory standards, and guiding the validation process.

Roles and Responsibilities: -

- Managed the requirement gathering and ensured alignment with GMP compliance needs.
- Led the application implementation on physical servers and oversaw configuration. Conducted gap analysis and worked with stakeholders to implement agreed customizations.
- Provided end-user training for manufacturing teams on how to use the application for day-to-day operations.
- Facilitated the validation process including IQ, OQ, PQ, and FAT/SAT, ensuring compliance with regulatory requirements.
- Led change management efforts, ensuring a smooth transition from paper-based to digital processes.
- Collaborated with stakeholders to track project progress, address issues, and ensure successful go-live.
- Provided post-implementation support and documented system usage best practices.

Key Deliverables: -

- Successfully implemented the application on client servers.
- Configured and customized features as per client requirements.
- Developed and executed validation protocols (IQ, OQ, PQ, FAT/SAT) to ensure compliance.
- Conducted training sessions for end-users on batch execution, eLogs, and IPQC modules.
- Provided support documentation and user guides for system adoption.

Outcome:

The project eliminated paper-based processes, improving data integrity, process efficiency, and regulatory compliance. The implemented system streamlined batch execution, improved audit readiness, and enhanced traceability across manufacturing operations. End-users successfully transitioned to the new system, reducing manual errors and ensuring seamless production workflows.