**COVER LETTER**

**APURV SAXENA**

 **Technical Project Manager**

**RSPL Kanpur, Gurugram**.

Respected Sir/ Madam

 I am submitting herewith my resume for your perusal and consideration for the post of Manager your organization. Total Experience – 7.3 years, Core Projects , Business Development,

Review of my credentials will indicate that, I am a smart working and dedicated individual.

Seeking a challenging job that would synergize my skills and knowledge with the objectives of the organization. Being a dedicated and focused individual and determined to add value to the organization. Also I work for, through my exceptional knowledge and learning ability.

To describe myself in a nutshell, systematic, organized and hard/smart working, ready to take up any challenge of life abreast with the latest trends and possess good communication skills with implementation of engineering skills as well as managerial skills including marketing , planning and admin activist

My basic objective is to hone in my skills for comprehensive personality development and be an epitome of trust and reliability in the industry. My prime goal is to understand professional environment and capitalize on opportunities.

I’d appreciate the chance to meet with you in person to discuss as to how i could be a vital part of your organization.

Thanking you,

Yours sincerely,

**ApurvSaxena**

**Address: 117/67, L-block, Naveen Nagar Kakadeo, Kanpur – 208025.**

**Official Address - RSPL Kalpi Road Kanpur**

**Contacts: + 91- 9664896122, 8604580320,7575003252**

**Email id:** **apurv.saxena@gmail.com****, apurv.saxena@rsplgroup.com**

**Date of birth: 24th December1989.**

**CURRICULUM VITAE**

Career Outline

A highly determined and diligent professional having strong administration, management and maintenance skills is looking forward to excel in a reputed organization with a competing position to efficiently deliver the expertise and competencies for the continued growth and viability of the organization and thereby building own professional career.

Career Overview

* Possess excellent communications skills and team oriented with proven leadership capabilities with capability to integrate out of the box thinking & problem solving analysis to improve processes, systems, and methodologies
* Strong communication/ Organizational/ Management/ Root cause analysis/ Problem solving skills expertise at building positive relationships with Senior Officials and employees.
* Cohesive Leader and Team Player with capability in providing training, guiding and motivating teams towards maximum productivity.
* Worked with team of persons from 14 different nations across the globe.

Core Competencies

* Competent and result-oriented personality with creativity & adaptability.
* Team player with excellent communication, co-ordination and interpersonal, good listener skills
* Highly articulate, demonstrating excellent relationship building, communication, analytical ,self-motivation& working with high energy skills
* Solid professional standards; excellent track record of dependability; maintain focus on achieving results to meet a diversity of needs
* Reliability &trustworthiness.
* Office and plant administration.
* Reports and Document Control.
* Cross Functional Co-ordination

Career Record

**Reporting – Project Head**

**Designation – Technical Project Manager**  

Duration – 01st Dec-2019

Summary – Project management of plant, warehouse,factories.

Project Co-ordation, mointering&execution of up coming an on going projects

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Vendor finalization, Procurement, project planning, MIS, analytical data analysis.

**Reporting – COO**

**Designation – Executive Asst. To COO, (Soda Ash, Soap&Detergent, Footwear, Dairy Business).**

Duration – 01st Dec 2018 to 30th Nov 2019

Location- Kanpur, Gurugram, Ahmedabad.

Summary **– Looking after business,activies of 12 plants**.

Tech. assistance , Procrument lined up, **production mointoring**.

**Business and Sales planning**, Screening and Scheduling. SAP working, **Senior Leadership Team Management, assistance.** **Corporate Strategy Movement.** Resume screening for senior profile.

Production planning, **Marketing Planning**, Techanical Audit (Bureau Veritas, TUV NOD, SEC MEC consulatants Pvt Limited, Ingenero Enegry Management )

**MIS for top management**,

**Business Devlopment, Data Analyst (Sales and Production), associated with plant admin and corporate admin.**

**Designation- Asst. Manager (Mechanical)**

Reporting – President, Plant Head.

Duration- 11th April 2017 to 30th Nov 2018.

Location – Kuranga Gujarat.

Summary

Soda Ash running plant production of 3000tones.(1500 Acers)

Project cost - 4500 crores.

 The plant includes different type of exposer regarding CFBC boiler 750 TPH production, impulse turbine (100MW Turbine), derator, chillier, CO2 scrubber, , RODM; Lime Grinding, Sea Water Intake

Lime Killen, Carbonation Chamber and Product Silo. This project is having a enrich experience of Civil, Mech., Electrical& Instrumentation installation.

Vendors – Jacobs Engineering Consultant Thermax TCC. , BHEl, KEPL, BAGGING INDIA, GDCL, Thermax WWS, ISGEC, Furness Frabica, FL Smith, Simplex, Sterling Electro, CPP, Yokagava, Supertech, Gerb Springs, Valecha, Sunrise.KirloskarPumps,KBL.

Job Profile/installation and operations. –

* 3CFBC boiler installation 150TPH (Thermax)
* RODM Installation 5000 meter cube (ThermaxWWS)
* SEA Water Intake installation, Pump House Assembly/Installation, Slice Gate, Rotating Band screen (42K meter cube)
* Mud Pump.(6400 meter cube)
* Power Plant {100MW} (Impulse Turbine Installation, Chiller, Derator, Condenser.)(BHEL)
* 4Boiler feed water pump (150m cube) (KSB)
* Air Compressors 6. (Atlas Copco).
* Piping (FRP, Metallic,ERP,P22 etc. ) 180 KM
* Vertical Turbine Pump Installation (64000 meter cube)(KBL)
* 6 Chiller – 2450 TR
* Vendor Management
* Welding inspection.
* Civil Structure inspection for Mech. Equipment installation.
* Purchase order and Work Completion certificate, Technical Close out.
* GA, Equipment Drawing Co-Ordination, Implementation.
* Technical Plan Execution
* Project Management
* Daily Progress Feedback Report
* Installation of different type of Rotary, Pumping (FRP, Metal, Heavy/pressure Flow Piping) Static, & Thermal .machinery and inspection as per drawing.
* P&I installation and checking.

Baker Hughes /GE (USA, Mumbai,Dubai)

(Worked - ONSHORE/OFFSHORE) 

Designation: Field Engineer – 1,OIL FIELD SERVICE INDUSTRY (HPHT,Packer, Deep Well, CBM) Pressure Pumping (Coil Tubing)

Project Worked – 5000 cr.

Duration: 1st July 2013 to 31st March 2017

Reporting – Operation Manager, Country Manager. Company Profile- Baker Hughes/GE is world 2nd largest oil field service industry. It is an oil field service industry, working in 90 nations.

Clients (India) - ONGC,Reliance, and Oil India limited, ESSAR, CRAIN INDIA, British Gas, Gujarat Gas Company, FMC,GSPC.

Summary- High pressure pumping (3000-15000PSI. 32 Barrel per minute) with regular assembly and de-assembly of different units including mobilization. Contract Biding, Client meeting, Usage of different safety gears.(Lifting, chemical handling, fire fighting, electrical safety and first aid).Core Mechanical/Petroleum Specification. Store handling, sound knowledge of all type of hand tools and usage, Maintenance handling of different types units (hydraulic and diesel).Working under harsh environmental conditions 24/7.In oil and gas service industry safety comes first with a sound knowledge of equipment. Safety has a major role from starting till end of job.

Job profile –

* Safety Training & Induction by Baker Hughes
* Client Management
* ContractBiding
* Trainingand induction to new comers from various field(technical&Non-technical)
* Maintenance/Shut down of Units
* Maintenance of Blow out Preventer (BOP).
* Ram Redressing ( Blind, Slip, Shear, Pipe Ram )
* Stripper Redressing.
* Tornado MHA (Normal Flow/High Flow Redressing)
* Straight Bar Redressing
* BHA Assembly Redressing Easy Cut Perforation Tool (Casing Collar Locator)
* Injector/BOP Hose Rig up.
* Spooling
* 2 inch Iron Rig Up
* Reel Manifold Rig up
* Tool Container Inventory/Handling
* Choke Redressing.
* Rig Up both offshore/onshore units used by Baker in both package
* Diesel Pumping
* Worked on both 7inch and 5.5 casing rig up.
* 1200 Pump operating and plunger maintenance.
* Twin Batch Mixer (BMT) Operating.
* Goose Neck Greasing/ Redressing.
* Mechanical/ Electrical Depth Counter Redressing
* Electrical Wire Connection.
* Manifold Rig up for forward/reverse Pressure Pumping.
* Grapple Connector Redressing ( Rig up/Rig Down)
* 4 inch Hose Rig Up.
* Acid Mixing.
* Well Control Software

OPERATIONS -

* Slurry Mixing/Pumping (15 CP gel, 20/40 Propane Mesh Sand )
* Choke Operating
* Nitrogen Pumping.
* Injectivity
* Acid Pumping/Mixing (HCL/Nitric Acid)
* Cement Tag at beginning of operation.
* Clean out (25/15 CP Gel Pumping)
* Casing Collar Location at cutting depth.
* Pool Test Plate Testing
* Forward/Reverse Pumping
* Function Test of BOP
* Stab In.
* Rig Up/ Rig Down
* Pool Test at different depth
* Lifting Management
* Goose Neck Alignment.
* Usage of Gauge for CCL keys According to casing size.
* Inspection of Pumping Tool.
* Spotting of Coil Tubing Unit Onshore, Offshore.
* Pressure Test.

**Blue Star India Limited. Total Facility Management (Utility)**

 ****Location – PUNE

Client Handled – Volkswagen India limited (Pune)

Duration:5th October 2012 to 31th May 2013

Reporting – Site Manger/Site Head.

Job Profile -

* Maintenance of Air Conditioning Units,
* Maintenance of Compressor (Centrifugal, Screw, Piston Compressor)
* Industrial Electrical Supply Maintenance.
* Fire Tube Boiler, Operation and Maintenance
* Boiler Hot Water Supply Maintenance, Motoring.
* Maintenance of Air Handling Unit
* Maintenance of Cassette, Split, Window, Central, Air Conditioning Units, HVAC.
* Cooling Tower Working and Maintenance.
* Transformer Handling and Maintenance
* ISO 9001 Documentation.
* IVRF, Duct Cooling Units
* Pump House Maintenance & Working
* Maintenance of Centrifugal Chiller &Operation.

**Industrial projects/training.**

* Jagmohan Allied Auto Industries (P) Ltd., Kanpur from 07.01.2008 to 19.01.2008.
* Cawnpore Woolen Mills Branch LalImli (Under N.T.C.) Kanpur from 12.01.2009 to 24.01.2009.
* I.I.T. Kanpur (N.W.T.F.) from 27.06.2011 to 29.07.2011. (Transport aircraft Design, working model including aerodynamics testing.)
* I.I.T. Kanpur (N.W.T.F.) from 26.12.2011 to 20.01.2012. (Wind tunnel Venturi Design.)
* H.A.L. (TAD) Kanpur from 02.07.2012 to 28.07.2012.Doiner., AVRO,MIG, Airfoil NACA Series airfoil alignment, Aircraft assembly, maintenance.
* DMSRDE Kanpur from 9/04/2013 to 12/05/2013(Ballistic Bullet Proof Shield)

 **Academics**

**M.B.A(Dual Specialization) ­–(Marketing/Operation & Production)– 61%**

Subharti University Meerut - 2016

**Bachelor of Technology (Aerospace Engineering)– 65%**

Specialization – Rocket& Missiles Propulsion

I.I.A.E.I.T., Pune – June 2013

**Diploma in Mechanical Engineering- 61%**

C.M.R.E. Pune – 2009

Higher Secondary– 55%

Children Sen. Secondary School, Azamgarh – 2006

PROFESSIONAL COURSES

* MASTER DIPLOMA IN DESIGN from (CAD DESK JAIPUR) ISO 9001:2008 in AUTOCAD, PRO- E, CATIA, FEM ANSYS, 3ds Max.
* DIPLOMA COURSE IN CNC, V.M.C., Wire Cut (MACHINE OPERATION &ADVANCE PROGRAMMING, PRODUCT DEVELOPMENT), & BY KAIZEN TRAINING INSTUITE. (ISO 9001:2008)
* SEA SURVIVAL OFFSHORE FIRE FIGHTING, HELICOPTER UNDERWATER EGRESS TRAINING FIRST AID TRANING BY SURVIVAL SYSTEMS INDIA.
* BAKER HUGHES SAFETY PASS BY DU POINT USA.
* INTERNATIONAL WELL CONTROLS FORUM – LEVEL1, 2 (BAKER HUGHES SCHOOL, DUBAI.)

PERSONAL DOSSIER

Date of Birth -24th December, 1989

Father’s Name –Late U.K. Saxena

Linguistic -English, Marathi, Gujarati, Bengali and Hindi

Address- 117/L/67. Naveen Nagar Kakadeo, Kanpur Nagar – 208025 - U.P

Phone- + 91 – 9664896122

Email Id -apurv.saxena@gmail.com ,apurv.saxena@rsplgroup.com

Nationality- Indian

Gender-Male

Marital Status- Married.

Declaration

I do hereby declare that the details provided by me in this resume are correct and I have knowingly not omitted/ misrepresented any information. I am aware that the company can use this data for verification purposes and any material inconsistency identified between the details shared above versus actual information would have a bearing on my employment, based upon company policies.

ApurvSaxena