**CURRICULUM VITAE**

**ABHIJEET SHIVAJI SHINDE**

At-Palekhurde, Flat No102,W-A,1st Floor ,

Ekta Society, Near Ganesh Mandir,

Tel- Panvel,Dist Raigad,

Pin -410208.

Mobile No: 1)9167631305 Email : abhishinde78@gmail.com

 2)7498798556

OBJECTIVE:

 Looking forward to work in a supportive and co-operative environment with opportunities to enrich my knowledge, experience and skill in the emerging and challenging field while contributing my best.

 EDUCATIONAL PROFILE:

|  |  |  |
| --- | --- | --- |
| **Course** | **Board** | **Percentage Marks** |
| Diploma in Mechanical Engineering |  Mumbai Board | 56.54% |
| S.S.C. |  Maharashtra Board | 76.00% |

COMPUTER PROFICENCY:

* Computer Knowledge about BASIC, MICROSOFT OFFICE EXEL, MICROSOFT OFFICE WORD, POWERPOINT, INTERNET.

EXPERIENCE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Work in Parag Pharma
	+ DESIGNATION: Utility Operator.
* Work in Mylan Laboratories LTD
	+ DESIGNATION: Maintenance Supervisor.
* Working in Glenmark Pharmaceutical Limited Taloja MIDC, Navi Mumbai from

May 2014 to till date.

* DESIGNATION**:** Technical Assistant

**Total Experience: 8.6 Years**

EQUIPMENT HANDLE FOR MAINTENANCE:

* **Production**  - Water Purification & WFI plant,Roller compactor, FBP M/C, Coating M/C, Compression M/C, Blender M/C, RMG M/C, Dust collectors, Multimill, Sifter, Ointment machine, Weighing balance & Gas filling machines.
* Basic knowledge of machine préventive maintenance & breakdown of machines.
* Routine support for over all production activity in available ressources.
* **Utility** – DM Water plant, Chillers, Air compresser, Pumps, Fire Hydrant system,

, Cooling Tower.

* AHU’S, DX unit, **HVAC** system.

EQUIPMENT & FACILITY RELATED DOCUMENTATION:

* Support to FAT, Installation of Equipment (IQ, OQ & PQ), External calibration, Change control, Support to Line clearance for GMP batches, monitor environment control.
* Documentation of Equipment’s yearly**/**six monthly**/**monthly Preventive Maintenance checklist.
* Support to GMP batches for smoothly production.

ADDITIONAL SKILLS:

* **Working on projects :**

Following responsibilities are taken - :

1. Area Modification like New Area or Lab.
2. Machine Installation / Reinstallation.
3. To monitor Expenses of Machine & Breakdown.
4. Handling of Lab maintenance like painting, Carpentry & Epoxy work.

* **Working on SAP :**
1. Creating changing & display all type of Purchase Requisition in SAP
2. Service Entry in SAP
3. Reservation for material
4. Handling budget related activity of Capex & Opex.
* **Procurement :**
1. Procurement of spare parts
2. Procurement of Consumables
* **Manpower handling :**
1. Handle maintenance team & cleaning staff as per work urgency.
2. Handle vendor team as per service & project work.
3. Coordinate with Finance & Accounts Team for Vendor confirmation, PO & Payment.

ACHIEVEMENTS:

* Business Excellence Award
* Zero observation in FDA audit

STRENGTHS:

* Positive attitude, don’t give up easily, quick learner, self starter, friendly approach.
* Believe in work is worship.

**Personal Details** :

**Name**  : Abhijeet Shivaji Shinde.

**Date of Birth**  : 13th nov.1993

**Languages known** : English, Hindi, Marathi

**Martial Status** : Married

**Native Place :** Sangali

**DECLARATION:**

I here by declare that all the above mentioned statements are true and correct to the best of my knowledge and belief. If any one is found incorrect I would be liable to be rejected.

 Yours faithfully,

Date:

 **Abhijeet Shivaji Shinde.**