Honey

ELECTRICAL & ELECTRONICS ENGINEER

PHONE: Whatsapp +971504753686 / +919979971283 e-mail: honey.375906@2freemail.com

 PROFILE

Currently working in Bin Ghalib Group of Companies, UAE **as Quality Assurance Executive with 1.7 years** **of experience**. Meticulous Quality Assurance Officer with a keen eye for detail for developing, managingand performing various quality assurance activities.

Aspiring for a challenging job in an organization that helps to gain new skills while utilizing my current area of expertise and use it for learning and implementing new technologies and contribute to the growth & development of the organization.



ACADEMIC CREDENTIALS:

Post-Graduation

**Masters** in **Business Administration – Operations** (**Jan 2017 - Present**)

Jaipur National University from BIMS, Sharjah

Graduation

**B.Tech** in **Electrical and Electronics Engineering (2015)**

Mahatma Gandhi University, Kottayam

from Rajagiri School of Engineering and Technology, Kakkanad, with a grade point of 7.50 CGPA

Schooling

Class XII – Our Own English High School, Sharjah (2011) with a percentage of 90%

Class X – Our Own English High School, Sharjah (2009) with a percentage of 92%

Projects

**1). Hydroelectric Power Generation Using Rainwater**

(Main Project**)**

 Potential energy of rainwater collected at rooftop converted to Electrical energy by placing a suitably designed Kaplan turbine in the path of flow of rainwater.

 Kaplan Turbine is designed using CATIA (3D Designing Software) & modelled using 3D Printing. Turbine coupled to an alternator generates electric power.

**2). Intelligent Walking Stick for the Blind** (Mini Project**)**

 The purpose of the project was to create an intelligent walking stick for the

blind using an 8051 microcontroller.

 Obstacles encountered are sensed and alarm is triggered if the object is within

the range of two meters.

Software & Technical Skills

Microsoft Word, Excel, Powerpoint, Programming of 8085 Microprocessor and 8051 Microcontroller, Computer aided designing – AutoCad , CATIA (3D Designing Software), Microsoft Dynamics AX (ERP) , Microsoft PowerBI, MiniTab.

**Programming:** C, C++, PLC Programming

 TRAININGS & CERTIFICATIONS:

* **Lean Six Sigma Green Belt** Certified–KPMG
* Certified **Lead Auditor** in **ISO 9001:2015** (Quality Management System)
* Kerala State Electricity Board (**KSEB**), Kaloor, Kochi - **12-06-2013 to 18-06-2013.**
* Kerala State Electronics Development Corporation Limited (**KELTRON**), Alappuzha - **01-07-2014 to 07-07-2014**

 WORK EXPERIENCE

**Bin Ghalib** **Quality Assurance Executive: 1.5 years of working experience in the field of**

**Group of** **Quality Assurance at Bin Ghalib Group of Companies, UAE**

**Companies**

**13 Dec 2015**

**– till date**

* Up gradation of ISO 9001:2008 to ISO 9001:2015 system requirements in the organization.





Maintaining the Quality system for all the certified group companies Document Control for the following

o

o

o

o

o

Procedures

Manuals

Forms

Work Instructions

Organization Chart

* Upkeep of all quality related documents & interaction with Quality Department.
* Planning and executing Internal Audits (Audit Schedule, Audit Reports, NCR etc)
* Review of existing quality systems & suggesting/amending/modifying the system/ procedures as and when require through the approval processes
* Analyzing and reviewing all Non-compliances/delays/problems and presenting reports
* Implementing Documentation/procedures for any non-certified departments or companies
* Representing all the certified companies for the 3rd party audit for the certification body.
* Monitoring all Audit Reports by the 3rd Parties and ensuring completion of all NCRs within the due dates.
* Optimisation of all processes and procedures.
* Appropriate statistical analysis and data for reporting
* Managing and executing Quality Control, Quality Assurance and Customer Feedback departments.
* Implementation of the Entire Quality Management System as per the Strategy presented by Corporate Management
* Assistance to Corporate Management for any requested tasks.
* Assistance in ERP implementation for data verification and templates.
* Detailed analysis reports on sections/departments as requested by Corporate Management
* Training all employees about the Quality Management system requirements.
* Existing Vs. Proposed procedures/work flows for departments wherever modifications are done
* Preparation of NCR Analysis & Monthly reports.

**Controls**

**Graduate Trainee Engineer :**

**5 months of working experience as a graduate trainee**

**Middle East,**

**at Control Middle East , Sharjah**

**Sharjah**

**July 2015**

**– Nov 2015**

* Preparation of AutoCAD Drawings – Electrical System lighting and power layouts.
* Preparation of Price Breakdown Schedule by using the quotations and final cost summary.
* Prepare BOQ unit prices as per tender BOQ format and filling.
* Check all drawings and specification and verify the quantities.
* Check all addendums and communications received from the client ensuring that all items are being clarified and considered in the pricing.

 PERSONAL DETAILS

|  |  |
| --- | --- |
| Date of Birth | : 18th January 1994 |
| Marital Status | : Single |
| Nationality | : Indian |
| Languages | : English, Hindi, Tamil, Malayalam |
| Hobbies | : Music, Dance, Reading Books. |
| Mobile | :+ Whatsapp +971504753686 / +919979971283 |  |
| Mail ID | : honey.375906@2freemail.com  |
|  |  |  |  |
| Visa Status | : Residence Visa (Parent’s Visa) |
| Driving license | : UAE Driving License |