Curriculum Vitae

**PRASAD** Phone no: C/o 971505891826 **Email:** **Prasad.377408@2freemail.com**

**Career Objective**

To seek an opportunity to work in a creative environment with great deal and innovation with all my optimistic approach to obtain good career heights.

**Profile**

 Environment ,CSR, IMS and Environment professional with more than Eight years of experience and in-depth knowledge of Environment compliance, Environment protection Stakeholder Engagement, Employee Engagement, Grievance redressal , IMS auditing.

**ACADEMIC PROFILE**

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| --- | --- | --- | --- | --- |
| **Education** | **Board/ university** | **Institution** | **Year of passing** | **% Marks/****CGPA Obtained** |
| **B.Sc. (Chemistry)**  | Mumbai University | S.P.K.college Sawantwadi | 2007-08 | 76.75 |
| **Masters of Business Administration (HRM)** | ICFAI University | ICFAI Tripura | 2012 | 6.74 |
| **Post Graduate Diploma In Environment & Sustainability Development(PGDESD)** | IGNOU | IGNOU Porvorim Goa | 2014 | 69 |
| **Post Graduate Diploma In Rural Development(PGDRD)** | IGNOU | IGNOU Porvorim Goa  | 2013 | 61.86 |
| **Lead Auditor Training ISO 14001:2015** | DNV-GL | IRCA  | 2017 |  |

Attended Training program on CSR Planning and Implementation organized by CSE.

**Professional Experience -**

**CURRENT JOB PROFILE**

* Currently working for **Vedanta Ltd**. **Sesa Goa Iron Ore**, as **Senior** **Officer** –**Community Relation** from 1st June 2010 till date.

**Company Profile**

* Vedanta ltd. Sesa Goa Iron Ore is one of the largest producers of iron ore in a private sector In India. Along with iron ore mining Vedanta ltd. is also into a business of Pig iron production, met coke production and power generation, Copper, Aluminum, Zinc, Oil & Gas production.

**CURRENT JOB DESCRIPTION**

**Environment –**

* Liaison with legal, regulatory environmental agencies like MOEF, Forest Dept., SPCB, IBM etc.
* Compliance monitoring & reporting on statutory requirements.
* Reporting Environment Incidents and implementing Corrective and preventive actions for the same.
* Coordinating for environment protective measures such as waste dump management, Afforestation of Mining areas, water treatment and reclamation and rehabilitation of exhausted mine sites.
* Preparing Monthly Environment MIS
* Environmental Monitoring. (Stack Monitoring, AAQM, Noise Monitoring, Etc.)
* Co-ordinating for Sewage Treatment plants and hazardous waste & Bio medical waste Management.
* Co-ordinating for Submission of Six Monthly EC Compliance, Environment statements, Watercess payments to SPCB, Consent renewals, Hazardous waste returns etc.
* Preparing and ensuring Compliance to internal and External Audit findings.
* Preparing Budget for Environment Dept.
* Co-coordinating for implementation of IMS (Integrated Management systems, ISO 9001, ISO 14001, OHSAS 18001 and ISO 50001)
* Preparing IMS Internal Audit Schedule and Coordinating for NCR Closure.
* Maintaining IMS Database and Updating IMS Intranet Portal.
* Coordinating for IMS Certification and Surveillance audits.

**Community Relation -**

* Stakeholder engagement.
* Planning and coordinating various CSR (Corporate Social Responsibility) programs in the field of Health, education, Infrastructure, Agriculture, women empowerment, Environment, sustainable livelihood, Sanitation etc. for the community in and across our business areas.
* Looking after CSR MIS and preparation of annual CSR budget.
* Co-coordinating with different NGO partners and government agencies for implementation of various CSR activities.
* Reporting on CSR action plans, progress of ongoing CSR activities etc.to the higher Management.
* Developing Community Grievance Redressal Mechanism. Strategic resolution of community grievances.
* Preparing and maintaining CSR data for company’s annual report and SD report. Also for monthly reporting’s such as organization review and CSR newsletters etc.
* Carrying out all Administrative works related to Environment & CSR Dept. such as obtaining approvals for CSR projects, Co-coordinating for releasing PO for the jobs etc.
* Need assessment survey of requests coming from stakeholders and implementation as per the need.
* Preparing stakeholder engagement plan and its implementation.
* Coordinating for new joiner’s familiarization program.
* Coordinating for stakeholder mapping and stakeholder relationship management.
* Planning and Coordinating for employee awareness and welfare programs. Promoting employee volunteerism in CSR.
* Involved in Resettlement and rehabilitation of proposed nearby villages.

**Previous Job Profile-**

Worked with **GVK EMRI** from **25th July 2008 to 31st May 2010** as an Associate for Emergency response center.

**Company Profile**

EMRI (Emergency Management and Research Institute) is one of the not for profit organizations started by GVK group in collaboration with Goa Health Ministry as one of their corporate Social Responsibility initiatives. GVK EMRI is a free emergency service for a public. It provides free medical, police and fire control service in case of emergency.

**Job Description**-

* Dealing with public emergencies and assisting them by coordinating with different internal and external departments.
* Collecting and maintaining beneficiary feedback data.
* Coordinating for signing of MOU with local hospitals, police stations etc.

**SOFTWARES SKILLS**

* eLCM ( e Legal Compliance Management)
* SAP Purchase software.
* SAP HRM software.

**ACHIEVEMENTS**

* Awarded **Best employee for the year 2008-09 by GVK EMRI at the hands of Mr. Vishwajeet Rane (Health Minister of Goa).**
* Awarded Employee of the Month at Vedanta ltd. For the month of Sepat.2016

**TRAINING PROGRAMMES ATTENDED**-

 1) Sustainability development programme conducted by Green Evangelist.

 2) Workshop on online filling of environmental documents conducted by GSPCB.

 3) Workshop on Leadership & Team building conducted by Sesa Goa Ltd.

 4) Fire fighting training at fire station Panjim.

 5) Suraksha Jagruti training program on industrial safety and behavioral safety by sum amicus.

 6) Two Day’s workshop on IFC(International finance co operation) standards.

 7) One day workshop on Vedanta sustainability standards.

 8) Training session on companies IMS procedures.

 9) Training program on resettlement and rehabilitation

 10) Training on 5S and SA 8000.

 11) Training Program on CSR planning and Implementation by CSE.

**PERSONAL PROFILE-**

Name : Prasad

Date of birth : 08.01.1988.

Languages known : English, Hindi, Marathi, Konkani

Hobbies : Playing badminton, reading newspapers

**DECLARATION**

 I do hereby declare that the statements made in this resume are true, complete and correct to the best of my knowledge and belief.

Place: Goa

Date : Signature