# CURRICULUM VITAE

**Name:** Juned

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**Summary of Skills**

* A competent professional with 5.9 years of experience in **Project Management, Project Planning, Project execution, Manpower Management.**
* Adept in managing erection & commissioning activities involving resource planning, process inspection, team building and co-ordination with Internal & External Departments.
* Extensive experience in **Project Co-ordination, Material Co-ordination and Construction activities.**
* **Knowledge of Erection, Installation and commissioning of Electrical and Instrumentation equipment.**
* Self-Motivated, hardworking and Goal oriented with flexibility.

**Organizational Experience**

* Reliance industries ltd.

**Summarized Line of Career at Reliance Industries Ltd**

**From 4th April 2015 as Project Engineer**

* **Working as an Electrical project Engineer in Reliance Jio infocomm for Large Facility Project (SAG2,Pune) since April’2017**

**Jobs and Responsibility:-**

* **Site Incharge:-** Coordination with Contractor, Engineering Team and Vendor for Installation, commissioning and testing of below Electrical system :
* Electrical panels (HT, LT, PCC, MCC & MLDB)
* Compact substation
* DG upto 1500 KVA
* Dry Type transformer
* RMU
* SMPS, Inverter and Server racks
* FAS and SAS system
* Pumps
* **Material Management:-**
* Follow up with various departments such as Engineering, Commercial, Purchase, Stores etc. in all Project related matters and other supporting departments for the smooth execution of the Project.
* **Project Planning**
* Adept in managing erection & commissioning activities involving resource planning, in-process inspection, team building and co-ordination with Internal / External Departments.
* Successfully submit daily, weekly and monthly reports to the Management and making work schedules.
* Preparing of bills, making reconciliation sheets and maintaining other documents.
* Highlights Critical issues and related steps in Management meeting.
* **Working as a Project Engineer in J3 Mega Expansion (PX4 Plant) From April’2015 to March’2017 PX4 – (Green Field Project)**
* **Engineering Management-**
* Provide required Equipment data to Engineering team from Vendor.
* Coordinate with Engineering team to resolve construction error.
* Follow up with Engineering team for P&Id, GA & Isometrics Drawings.
* **Material Management(Procurement ) –**
* Coordination with Materials team and Procurement team for Bulk items procurement flow (MR-PR-PO).
* Expediting of material based on site requirement urgency with vendor.
* Coordination with Store and Vendor for material rejection issues and acceptance.
* **Site Support (Construction coordination)-**
* Provide all scope details and clarity to concern team.
* Resolve site issues related to Piping, Equipments, Civil, Electrical and Instrumentation.
* Welspun Corp Ltd. Anjar (Kutch)

**Summarized Line of Career at WELSPUN**

**From – 2nd July 2012 to 31st March 2015 as Project Engineer.**

**Spiral 140” Pipe Plant-(Green Field Project)**

* **Project Engineer:-Hands on Experience of Installation, commissioning, maintenance and testing of:**
* Electrical panels (HT, LT, PCC, MCC & MLDB)
* 1 MVA to 15 MVA Transformers
* LT & HT straight through joints, Indoor & Outdoor end termination kits etc.
* Motor up to 220 KW rating.
* Erection, Commissioning and Maintenance of EOT cranes up to 50 TON.
* Programmable Logical Control (PLC) Hardware & simulation.
* **Material Management-**
* Raising the PR’s for material procurement and follow up till material not reached at site.
* Planning for consumable materials, ASSETS and other materials to be procured/used during execution of project / maintenance of plant.
* Follow up with various departments such as Engineering, Commercial, Purchase, Stores etc. in all Project related matters and other supporting departments for the smooth execution of the Project.
* **Project Planning-**
* BUDGET monitoring, Actual V/s Planned.
* Adept in managing erection & commissioning activities involving resource planning, in-process inspection, team building and co-ordination with Internal / External Departments.
* Successfully submit daily, weekly and monthly reports to the Management and making work schedules.
* Preparing of bills, making reconciliation sheets and maintaining other documents.
* Highlights Critical issues and related steps in Management meeting.

**SAP Knowledge (PP/MM Module)**

* To raise purchase requisition and tracking of purchase order.
* To monitor status of production and Material through SAP Reports.
* To generate material constraint list.
* To track material through SAP.
* Some other activities related to SAP.

**Software Skills**

* **Software** : ERP (SAP ECC 6.0), MS-Office, MS Project 2013
* **O.S.**  : Windows XP, Vista, 7 & 8

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| **Area of Interest** |

* Project Management, Project Planning, Project Execution, Electrical Machines and Power.

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| **Educational Qualifications** |

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| **EXAMINATION** | **UNIVERSITY** | **YEAR** | **INSTITUTION** | **AGGREGATE** |
| BE Electrical | Gujarat Technological University | June 2012 | BVM Engineering college, Anand. | 8.21 (77.1%) |
| HSC | Gujarat Secondary and Higher Secondary Education Board | March 2008 | D.Z Patel Higher Secondary School, Anand. | 81.4% |
| SSC | J.H.S.E.B | March 2006 | L.E.B.B Higher secondary School, Ranchi. | 78.4% |

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| **Personal Profile** |

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| Name | : | Juned |
| Date of birth | : | 30th March’1989 |
| Nationality | : | Indian |
| Marital Status | : | Married |
| Languages | : | Can Speak, Read and Write English, Hindi and Gujarati. |
| Hobbies  Gender  Current CTC | :  :  : | Playing Carom, petting Rabbits, Cooking  Male  6.7 Lakhs per Annum |

Declaration-

I hereby declare that all the details given above are true to the best of my knowledge and belief.

Place: Jamnagar Yours Sincerely,

Date: 25.03.2018 Juned