**SAJITH KUMAR**



**Quality Assurance Engineer / ISO 9001 Lead Auditor/**

**Document Controller**

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**EXPERIENCE**



Quality Assurance Engineer / MR

**~** 08/2014 - 06/2018 **+** RAK, UAE

LV & MV Switchgear Manufacturing Company Management Representative & Quality Assurance Engineer.

* Incoming Material Inspection.
* In process Inspection.
* Final product inspection & Testing.
* Handling customer Inspection, post delivery customer communication, providing technical support to customer enquiries.
* Maintaining Integrated Management System which includes ISO

9001 2015, ISO 14001 2015 & BS OHSAS 18001. Conducting internal audit in the company and suggest methods for improvement.

* ISO 9001 documentation which included amendments to the procedures/work instructions and its implementation for the new products.
* Ensure that the customer complaints are closed in timely manner. Root cause analysis of the customer complaints and implementation of corrective and preventive actions. Analysis of the customer complaints database and find the major contributors to the faults and drive product improvements and reliability of the product in operation.
* Conduct IMS audit of the departments as per the internal audit schedule and verification of the actions taken on the detected non-conformities and close out.
* Periodic calibration of monitoring and measuring equipment.

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Design Engineer

**~** 08/2005 - 2014 **+** Location

Design, Development, Manufacture and Sales of various types of Communication Equipments

* Incharge of Wave Trap R&D Department
  + Study the customer requirements & feedback and Designing, Manufacturing & Type Testing the product which confirms to various standards, like IEC & IS.
  + Preparation of drawings, Schedules, Bill of materials & procuring Type Test certificates after conducting the Type Tests.
  + Documentation of new products pertaining to ISO 9001 procedures, Design reviews, Design verifications etc.)
  + Communicate with various HV & HP Laboratories, National & International) to carryout Type Testing on our products, procure test dates, carryout Type tests as per IEC & procure Test reports.
  + Technical support to Sales Department, attend technical meetings with customers.
  + Interacting with the production floor for troubleshooting purposes.

**EDUCATION**



Pre-Degree

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Science |  | GPA |  |  |
| **4.0** | / | 2.0 |  |
| **Calicut University** |  |
| **~** 06/1991 - 05/1993 |  |  |  |  |
| Diploma Electrical |  |  |  |  |
| Engineering |  | GPA |  |  |
|  |  |  |
| **State Board of Technical** | **4.0** | / | 2.3 |  |
| **Education, Kerala** |  |  |  |  |
|  |  |  |  |
| **~** 06/1993 - 05/1996 |  |  |  |  |
| B. Tech Electrical |  |  |  |  |
| Engineering |  | GPA |  |  |
|  |  |  |
| **JRN Rajasthan** | **4.0** | / | 2.5 |  |
| **Vidyapeeth University** |  |  |  |  |
|  |  |  |  |
| **~** 06/2007 - 01/2010 |  |  |  |  |



**SKILLS**



**Quality Assurance**



**Quality Management System**



**Certified ISO 9001 Auditor**



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| --- | --- | --- | --- | --- | --- | --- |
| **ISO Documentation** | | | | **Customer handing** | | |
|  |  |  |  |  |  |  |
| **Product development** | | | |  | **Testing** | |
|  | | |  |  |  |  |
| **O&M 110kV Substation** | | | |  |  |  |
|  |  |  |  |  |  |  |

**EXPERIENCE**



Assistant Operator - 110kV Substation

**Kerala State Electricity Board**

**~** 10/2000 - 05/2005 **+** Vadakkencherry

Transmission of Electricity

* Engaged in Operation and Maintenance of Substation Equipments like Power transformers 110/11 KV, Circuit Breakers VCB, SF6, Instrument transformers CT and PT relay and control panel circuits, metering circuits battery charger and HT and LT switch gears.



Technical Apprenticeship

**B.P.L Telecom Pvt Ltd**

**~** 01/1999 - 01/2000 **+** Palakkad

Design, Development, Manufacture and Sales of various types of Communication Equipments

* Apprenticeship training - Testing & calibration of communication equipments.

**LANGUAGES**



**Language** **Language**



English Hindi

**TRAINING / COURSES**

**Certified ISO 9001 2015 & ISO 450012018 Lead Auditor**



**Six Sigma Green Belt Certified**



**UAE Driving License**

**ACHIEVEMENTS**



* **What are you most proud of?**
  + I have designed 800A/0.5mH/40kA Line Trap & successfully type tested at ZKU Laboratories, which is the first Single layer Line Trap with STC rating of 40kA
  + Our team had designed, manufactured and successfully type tested our highest rating of Line Trap, 4000A/1.0mH/40kA at KEMA, The Netherlands on 2007 and we were awarded by special incentive.