**VIJAYA PRAKASH**

Email : viayaprakash-389897@2freemail.com

**Objective**

To work in a challenging environment by seeking a suitable position in a reputed organization that rewards loyalty, hard work, dependability, positive results in the team environment which could augment and improve my skills and technical knowledge and an opportunity to upgrade my efficiency and skills.

**Professional Experience**

* Worked as **ASSISTANT ENGINEER** in the Department of **MECHANICAL ENGINEERING** in **JEPPIAAR CEMENTS PRIVATE LIMITED**, Ariyalur from 01.12.2010 to 31.01.2019.
* Worked as **ASSISTANT ENGINEER** in the Department of **MECHANICAL ENGINEERING** in **JEPPIAAR CEMENTS PRIVATE LIMITED**, Ariyalur from 26.05.1999 to 30.06.2007.
* Worked as **MECHANICAL SUPERVISOR** in **MARUTI CAR CARE** Tirunelveli from 22.05.1998 to 23.05.1999.

1. Job Profile as **MECHANICAL SUPERVISOR**

**Experience Gained and Responsibilities:**

* Receiving customer problems and identifying the factors.
* Enrolling the problems of vehicle in the service register and the same verify with the previous service register.
* Making Job card as per customer request and estimating the cost of problems solving.
* Counseling the customer if the previous register advice is not followed by the customer.
* Informing the date of delivery and monitoring the problems solving.
* Collection of feedback after delivery from the customer periodically.
* Follow up of upcoming services to be informed to the customers.

2. Job Profile as **ASSISTANT ENGINEER**

 **Experience Gained and Responsibilities:**

* Receiving Purchase orders from the top level management and the same confirmed by the Customers, Traders and Super stockiest including Gate sales.
* Planning the sales dispatch as per the stock of manufactured cements and rooting the same based on the distance.
* Available and expectations of Cement required detailed information and present available stacks submission to Production Department.
* Confirm the Delivery address from the same including with or without GSTIN Number.
* Detailed Requirements Submission to Logistics departments based on the Number of Tones and distance.
* Verifying the logistics details and checks the particular documents of all vehicles including RC, FC, Smoke Test and Drivers License.
* Submission of planning chart to the Cement Dispatch Section for delivery and the same delivery information given to the Customers.
* Monitoring the availability of packaging Bags.
* Arranging Invoice copies of Sales and customer copies and verify with the Basic value, CGST, SGST, Rounding off and Tonnage of Cements.
* Monitoring the delivery as per the planning for Billing and E-Way Billing and sealing after loaded.
* Every day Tonnage of dispatching details submission to Top level management.
* Submission of Total dispatching details to Top level management with GSTIN Number and without GSTIN Number for E-filing of GST.
* **Key Responsibilities**
* Planning Dispatch of Cements based on Purchase orders.
* Monitoring the stock availability of Cements in Silos.
* Maintaining the stock of Raw materials such as Lime Stone, Clay, Iron core and coal.
* Maintaining the requirement register of logistics department.
* Maintaining customer purchase order and Address details with or without GSTIN numbers.
* Maintaining all Billing equipments such as systems, printing equipments and Way Bridge in good condition.
* Maintaining Gate pass documents of Gate sales.
* Maintain the Delivery and Customer Invoice copies and E-way Bills.

**Qualifications**

* Bachelor of Engineering with **MECHANICAL ENGINEERING** in SATHYABAMA UNIVERSITY, Chennai with 75%.
* Diploma in **MECHANICAL ENGINEERING** in **GOVERNMENT POLYTECHNIC**, Nagercoil with 84%.

**Project Undertaken**

* **Bachelor of Engineering** –The Effect of Thermal Barrier Coating on Two Stroke Diesel Engine Performance.

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**Computer Knowledge**

* MS Office and Windows Operating System
* Knowledge in Internet Programming & various e-mail applications.
* TALLY ERP 9 version.

**Personal Activities**

* **NCC – TNSD/95/33335 – 9(TN) SIG COY** Auunal Training Camp held at NagamalaiPudukottai – Madurai from 04/06/1997 to 15/06/1997 with Rank – **CPL**.
* **All India Trek** “**TENGA ARUNACHAL**” organized by **North Eastern Region Directorate**”in the State of “**ARUNACHAL PRADESH**” from 20/10/1997 to 10/11/1997.
* **Passed “B” Certificate Examination** held in 1998 under the authority of **Ministry of Defense Government of India** with “**C**” Grade.
* Kabaddi Player and attended Sub Junior Nation Men Camp for Tamil Nadu and Kabaddi Coach of Chennai District Women Team.

**Personal Particulars**

* Date of Birth : 16 May 1978
* Nationality : Indian
* Marital Status : Married
* Languages known : English, Tamil.

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