

SUMAN KUMAR DUBEY

Chhota Gamharia, Jamshedpur, Jharkhand- 832108

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PROFESSIONAL SUMMARY

Having approximate **10** years experiences in processing industry with ability to supervise over 100 employees with responsibility of achieving production targets with quality, following safety & EMS norms and trainings of personnel for achieving their effectiveness & efficiency up to 90% of their capacity. Provide guidance to schedule and coordinating with various divisions of operations. Identified opportunities to reduce waste and improve ordering, vendor relations and customer satisfaction. Expertise in **5'S', QMS(Implementation, documentation and sustaining), MIS, production management, quality management, shop floor management, general management, work force management with trainings.**

WORKING EXPERIENCE

Designation : - **Plant Manager**
Company Name : - **Prakash Industries**
(Manufacturer of Sheet Metal Auto Components)
(An IATF 16949:2016, ISO 9001:2015, ISO 14001:2015 certified)
Adityapur Indl. Area, Jharkhand
Duration : - **From Dec'2019 to till Date**

Responsibilities-

- Manage availability and verification of materials and prepare required documents.
- Supervise internal and external audits to maintain quality and resolve issues.
- Skill evolution of work force.
- Manage documentation regarding technical, resourcing and policy enforcement tasks.
- Coordinate with different departments to achieve results with conveying these to management.
- Understand customer needs and requirements to develop effective quality control processes.
- Devise and review specifications for products and processes.
- Set requirements for raw material or intermediate products for suppliers and monitor their compliance.
- Ensure adherence to health and safety guidelines as well as legal obligations.
- Oversee all product development procedures to identify deviations from quality standards.
- Develop, implement, enforce and evaluate policies and procedures.
- Develop processes for inspection (Incoming, In-process & final), equipment utilization, inventory management and shipping
- Communicate job expectations such as planning, monitoring, appraising and reviewing job contributions.

Designation : - **Production Manager**
Company Name : - **Cosmos Fibre Glass Limited**
(Manufacturer of Rotomolded Plastic Auto Component)
(An IATF 16949:2016, ISO 9001:2015, OSHAS 18001:2007,
ISO 14001:2015 certified)
Adityapur Indl. Area, Jharkhand

Duration : - **From Nov' 2011 to Nov'2019**

Responsibilities-

- Manage manufacturing process to ensure product is delivered on time and under budget while maintaining quality standards.
- Motivates production team thru training, information sharing, mentoring, feedback, unbiased evaluations and task delegation.
- Plan and execute the production schedule including human and material resources.
- Resolve employee relationship issues, evaluate conflicts and determine disciplinary actions.
- Improve efficiency of production by migrating employees and equipment to maximize utilization.
- Design training programs for new employees and ongoing projects to improve effectiveness of existing staff.
- Collaborate with receiving and production personnel to review inventory levels and determine shifts in production areas that would limit materials and supplies held on hand.
- Manage logistics, shipping, receiving, delivery and distribution including process improvement and problem resolution.
- Oversee utilization of staff resources and migrate workers to key areas to optimize production.
- Coordinate with vendors, suppliers and contractors to ensure delivery of key materials.
- Reporting to Plant Head.

KEY STRENGTH

- Production Planning Control
- Plant Management
- 5'S'
- ISO 9001:2015.
- IATF 16949:2016.
- ISO 14001:2015
- OHSAS 18001:2007
- On Job Training
- Man power proper utilization
- QMS Development
- MS-office, internet, working on SAP.

KEY SKILLS

- Active listening.
- Critical thinking and data analysis.
- Life-long learning.
- Ability to manage multiple priorities.
- Ability to teach and mentor
- Risk-taking
- Time management
- Interpersonal communication
- Dependability.
- Problem solving
- Good Team builder.
- Working effectively on a diverse team.

EDUCATION

Pursuing Master of Science in Disaster Management

NOU University

Bachelor of Technology in Instrumentation Control Engg.

H.I.T Haldia (W.B) Year 2011 (70.3 %).

Diploma in Instrumentation Technology

Rupnarayanpur (W.B), Year 2008 (74.6 %).

PERSONAL INFORMATION

Full Name : Suman Kumar Dubey
Date of Birth : 1st July, 1989
Sex : Male
Marital Status : Married

HOBBIES



Suman Kumar Dubey