

VIPIN B. SINGH

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Passport No.: R6251903

CAREER OBJECTIVES

An Engineer with Experience in “Aluminum Extrusion Business” and “City Gas Distribution Projects”. Expertise in Foundry/Production operations, Projects Planning, Scheduling & Execution of MDPE pipeline Laying, LMC Connections, Marketing Activity, Commissioning etc. Also believe in fairness and work flexibility, which will allow me to contribute the organizations success and value addition to my knowledge. Willing to find a Relevant Opportunity at Reputed Organizations.

CAREER ABSTRACT

- A competent professional with over **5 Years** of comprehensive work experience with 1 years in Aluminum Extrusion Business and 4 Years in Natural Gas Distribution Infrastructure / City Gas Business (**Client- Mahanagar Gas Limited & Aavantika Gas Limited**),Project Management,Project Planning, Process Development,Vendor Development,Development of fresh skilled manpower for CGD Industry,Implementation of Safe working system and sales & service support.
- Currently designated **Project Manager in KAGVA ENGINEERING PVT.LTD.(Client-Aavantika Gas Ltd, a joint venture of GAIL & HPCL, INDORE.**
- A proactive leader and planner with cross functional expertise in Planning, Business Development,Project Monitoring & Management, Marketing Penetration, Operations & Maintenance of Gas Distribution Network(PNG), HSE, Key account management with skill in P&L management and competitor /marketing analysis with Business Acumen.
- Finalised, Concluded & Handled PNG Contract for MDPE laying, GI & LMC work, as per **PNGRB** guidelines.
- knowledge in “**SAP-ERP**” system and Working on “**PORTAL**” & “**GOOGLE FORMS**” system for Daily Progress Report & Material management & Bill Checking & Processing.
- Effectively communicated and development Gas Business as also initiated , development and maintained excellent Client and Customer Relationship Management.
- Spearheaded numerous Business Development and Market expansion initiatives, right from the grassroot of Project.
- An effective Communicator & Team Leader combined with flexible & detail oriented attitude with the ability to interact effectively.
- Key role in HSE, complying of Safety audit of ESA (External Safety Audit) & ISA (Internal Safety Audit)

CORE COMPETENCIES

Business Development (Foundry/Production)

- Ability to understand complex nature of Aluminum Extrusion Business, demonstrated by successfully developing and increase in demand to meet customers requirements and unparalleled growth in their market.
- Involvement in all Foundry/Production operations ensuring that production output complies with company production requirements and quality standards also ensuring compliance to stipulated budgets regarding labour, materials and identify where improvements can be made.
- To understand controlling levels and purchasing of all materials in accordance with stipulated budgets and in line with customer requirements.
- Involvement to Identify labour skills shortage / shift pattern requirements, Develop a culture within the workforce of business improvement recognising the importance of quality workmanship delivering right first time and Lead & support team members on cost/lead time reduction through waste elimination activities.

Business Development / Marketing (City Gas Business)

- Ability to understand complex nature of PNG/ City Gas Business, demonstrated by successfully developing the erstwhile GAIL's, HPCL's, BPCL's City Gas Business.
- Key involvement in Finalised, Concluded & Handled, Execution and successful completion of PNG Contract allotted by client.
- Identifying potential vendors, manpower and developing Business relation in Targeted

Markets/Projects and sectors ensuring the client satisfaction, by delivering them results with successfully achieving Targets and completion of project.

- Passion for Business Development coupled with ability to drive Result along with Project Monitoring Skill, managed to successfully planned, operating smoothly & execution of project.

Contract Management

- Handling of the Tendering for various Engineering works/ contracts/ agreements, screening of bids, evaluations of bids system, accordingly planning and completion of work order, processing of bills.
- Developing and finalizing all digital sign documents related to pre-qualification (Technical & Commercial) are submitted at first instance along with the original bid.
- Key involvement in drafting ,developing, request for quotation,Submission of e-bids /tender, submission of MEMORANDUM (EMD & Security Deposit for contract performance).
- Clearly understood Tender Scope of Work, Special Conditions of Contract and Schedule of Rates and have not taken any exceptions/deviations anywhere in the bid, acceptance of Tender Evaluation Methodology as mentioned in tender and take no deviation against the methodology as mentioned in the tender.
- Taking Initiative and successfully comply with all HSE requirement during execution of Project in totality and shall comply following HSE compliances prior to the award of contract.
 - Deployment of qualified safety officers as per criteria mentioned in the Tender
 - Submission of basic HSE Plan & Risk Assessment or Method Statement
 - Availability of 100% PPEs as per the Tender condition

Safety Compliance / HSE

- Ensuring strict adherence to all the specified safety system & procedures, HSE plans and safety procedures, instructions & HSE guidelines are followed by all the staff including ground level manpowers, in their routine daily work practices.
- Identifying activities and processes which are hazardous and undertaking corrective actions for curtailing associated risks.
- Charting several safety measures for minimizing occurrence of accidents, fires, calamities; conducting investigations for determining the cause of accidents and conducting audits for the same.
- Conceptualizing an emergency plan for combating accidents and other incidents and reach HSE awareness to the core of working personnel on safe operating procedures.
- Conduct the daily checks of site safety (safe & unsafe) acts and conditions and advising improvement safety measures considering the same.
- Organising trainings for FIRST AID, site HSE orientation etc. and directing monthly Management & Workmen Safety Committee Meetings.

Project Manager

Since April-2019

KAGVA ENGINEERING PVT.LTD.,(client- Mahanagar Gas Limited, a JV of GAIL / Aavantika Gas Ltd, a JV of GAIL & HPCL)

- Maintained tactical control of project budgets and timelines to keep teams' on-task and achieve schedule targets.
- Developing and finalizing TAX-INVOICE, AOP(Abstract of Payment), RA-Bill related documents such as measurement sheets, Material consumption sheets, SES Summary sheets ,Material reconciliation sheets, GIS Plotting, As-Laid Submission and related documents and different different GOOGLE FORMS for monitoring project activities such as DPR (Daily Progress Report), Project Expenses & Vendor . sub-contractors payment status.
- Held to pre-determined schedules and worked with subcontractors to cut costs and complete projects on time and under budget.
- Develop, Modified and Directed individual project plans complete with budgetary information and resource plans to meet organizational needs.

- Facilitated occupational safety meetings and handled inquiries, questions and concerns in terms of training.
- Coordinate with vendors and suppliers as needed
- Host a project meeting once per week for each project under my direction and Communicate project objectives to all team members involved.
- Create, Finalised documentation related to “ Mobilisation Evaluation Report” as followed rules and regulation of client- MGL & AGL.
- Updated documentation, reports and spreadsheets with financial information.
- Generated and submitted invoices based upon established accounts receivable schedules and terms.
- Successfully check every weeks executed project details and material details(free issue & purchase) such as material availability, material reservation, Transfer posting, Goods issue, Goods cancellation, Scrap Allowance Entry, etc.. with help of related document and data received from client.
- Coordinating with Project Engineer and collecting data from GOOGLE FORMS for planning and achieving DPR, daily site activities as per monthly target.
- Communicate and follow up with clients about specific projects and their goals
- Generate invoices for clients based on services rendered and in coordination with the SR.Project Manager
- Prepare written estimates for clients based on labor, materials, equipment and other expenses
- Visit project sites to evaluate progress and to respond to customers’ concerns or questions
- Coordinate with suppliers and vendors to ensure our construction teams have the materials they need
- Communicate with site supervisor and Project Engineer about delays and any other issues that must be communicated to clients
- Responds to requests from internal departments and makes sure all work assign to sub-contractors are drafted and executed promptly, correctly and Develops strong working relationships with colleagues across departments and seniority levels.
- To ensure proper documentation for PE(Polyethylene) /GI (galvanized Iron) and associated facilities including clearing of bills etc.
- Attend every months “ZSM” (Zonal Safety Meeting) with respected client and conduct every months Contractor safety meeting.

Project Engineer

Nov-2017 to Sept-2019

KAGVA ENGINEERING PVT.LTD.,(client- Mahanagar Gas Limited, a JV of GAIL .)

- Collaborate with the Senior Engineers to create more efficient methods and maintain profitability
- Project monitoring, plan v/s achievement.
- To plan daily site activities as per monthly target.
- Team Management, Liaisoning, Survey and Planning for MDPE/GI line to be laid/installation and taking permission with Govt. Authority, Society, Builder.
- Laying of MDPE through Open cut method ,Moiling & HDD (Trenchless Technology) to Expand CGD Network & for Connectivity of Various Consumers.
- Seeking challenging role as Projects department with potential for growth.
- Testing & Commissioning of Gas Pipeline Network
- Successfully solved difficult problems that required adaptation and modification of standard techniques, procedures and criteria.
- Took care of material inspection like pipe fittings, flanges, fasteners, gaskets at stores and prepare material receipt inspection to general and Material issue & return (MGL & Purchasing).
- Successfully check and guide supervisor for update daily and correct data to GOOGLE FORMS related to daily progress report and material requirement.

- Develop the specifications for all equipment that is required for each project
- Providing regular training & motivation to achieve performance parameters.
- Conduct Safety forum, Near miss reports & identifies unsafe conditions and unsafe act.
- Identifying the risks and hazards involved in each of the processes and minimizing the same by HIRA.
- Month work plan according to target, everyone team member (Supervisor) knows our yearly as well as monthly target.
- Manage all project related requests with the client interface directly with client staff.
- Maintain DAS report.
- Record & summarise your execution data in given standard format (MDPE, GI&LMC)
- Maintain team material requirement as per site.
- Weakly conduct safety & project review meeting, point to be disused.
 - Any non-compliance happened in other or our site.
 - How to improve quality & time.
 - Our monthly target vs achievement till date.
 - Discuss next week plans (Building wise list).
- Material issue & return (MGL & Purchasing).
- Manage all project related requests with the client interface directly with client staff.

Graduate Trainee Engineer

May-2017 to Nov-2017

RAMCO EXTRUSION PVT. LTD, KALYAN, MAHARASHTRA

- Involment in all Foundry/Production operations ensuring that production output complies with company production requirements and quality standards also ensuring compliance to stipulated budgets regarding labour, materials and identify where improvements can be made.
- Controlled engineering activities to maintain quality assurance targets.
- Design and analyses the changeover required with the current machine parts to reach required cycle time and smooth flow of production.
- Determined project feasibility by estimating materials costs and sourcing requirements.
- Used company reports to analyze sales, gross profit and inventory activity.

Production Supervisor

July-2016 to Jan-2017

Karad Aluminium Extrusion Pvt Ltd, KARAD, MAHARASHTRA

- Maintains work flow by monitoring steps of the process, setting processing variables, observing control points and equipment, monitoring personnel and resources, studying methods, implementing cost reductions, developing reporting procedures and systems, facilitating corrections to malfunctions within process control points, initiating and fostering a spirit of cooperation within and between departments.
- Completes production plan by scheduling and assigning personnel, accomplishing work results, establishing priorities, monitoring progress, revising schedules, resolving problems, reporting results of the processing flow on shift production summaries.
- Provides manufacturing information by compiling, initiating, sorting, and analyzing production performance records and data to answering questions and responding to requests.
- Creates and revises systems and procedures by analyzing operating practices, record-keeping systems, forms of control, and budgetary and personnel requirements for implementing change.
- Maintains safe and clean work environment by educating and directing personnel on the use of all control points, equipment, and resources; maintaining compliance with established policies and procedures.

IN PLANT Trainee (15 Days)**June-2016 to June-2016****PRECISION CAMSHAFT LTD, SOLAPUR, MAHARASHTRA.**

- Orientation training in different Manufacturing Process, Tool Room, Quality Assurance, HR dept, etc.
- Converting Obsolete Parts into Running Parts.
- Knowledge Gained: Production control methods, machine operation, standardized working procedure, paper presentation.

ACADEMIA**B.E. Mechanical Engineering** **69.56%** **2017***Dr. DaulatraoAher College of Engg, Karad | Shivaji University***HSC** **53.17%** **2013***Thakur College of Science and Commerce, Mumbai | Maharashtra Board***SSC** **81.09%** **2011***Sheth D.M. High School, Mumbai | Maharashtra Board***PROJECT AND
RESEARCH WORK****B.E. (Natural Frequency Analysis of Shaft with Gear Mounting)** **2017****Project Area:** Analysis of Natural Frequency**Company Sponsored:** Vaftsy CAE Pvt. Ltd., PUNE**Project Role:** Team Leader

- It is a conceptual idea for Vibration Analysis of machine elements using the ANSYS software.

Design and Vibration Analysis **2017**

- After graduation continued with the research work on 'Vibration Analysis'.
- Research Work published in IARJSET 'International Advanced Research Journal in Science, Engineering and Technology' under the title "**Design and Vibration Analysis of Shaft with Gear Mounting using Finite Element Analysis**"

URL:https://www.researchgate.net/publication/313812910_Design_and_Vibration_Analysis_of_Shaft_with_Gear_Mountings_using_Finite_Element_Analysis**TRAINING PROGRAMS**

Attended various training programs like;

- HSE Management in Work Orders, In-house training on usage of SAP, ISO & ERP Training in client-Mahanager Gas Ltd.
- Attend every months "ZSM" (Zonal Safety Meeting) with respected client and conduct every months Contractor safety meeting and Project review meeting with team members.
- Attend In-house training on usage of PORTAL, HSE Management & ERP training in client-Aavantika Gas Ltd.

**IT SKILLS AND
SOFTWARE PROFICIENCY**

Adept in handling PORTAL , MS office , Windows , Excel , MS word, Power point , Google Forms and possess knowledge in Auto CAD, ANSYS,Tally ERP 9 & SAP.

- knowledge in a SAP Environment and SAP Modules such as MM (Material Module) and Knowledge about SAP Modules such as PMA (e-Performance Management System) , Updating the details of Testing and Commissioning lengths of LP & MP Networks. , Generation of Commercial MJC from SAP.
- Ability to operate in a web-based platform " PORTAL" to collects information from different sources into a single user interface and presents users with the most relevant information for their context.
- Create and monitoring GOOGLE FORMS SHEETS for collect correct data from team member regarding Daily Progress Report, Material Management , Project Expencess and Vendors/sub-contractor payment details.

CO- EXT CURRICULAR
ACTIVITIES

- Leadership projects, Good analytical, interpersonal, communication & listening skills coupled with dedication and sincerity towards the assigned job.
- Intercollegiate athletics , Play Sports.
- Active blood donor , Road Trips on Bike and Tracking.
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PERSONAL DOSSIER

Language Known : Hindi (fluent), English (fluent), Marathi (fluent), Gujarati

Date of Birth : 02-February-1996

Gender : Male

Nationality : INDIAN

Marital Status : Single

Permanent Address : Nashir Chawl, Room No. 13/A, Sukarwadi, M.G.Cross Road
No 9,Borivali (E), Mumbai -400066.

DECLARATION

I hereby declare that all the above mentioned statement are true to the Best of my knowledge.

Date:

Place:

(VIPIN B. SINGH)
Project Manager