

ABDUL SAMAD MCA, MBA.

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11+Experienced executive with a reputation for delivering results in Planning and, Operation & Systems Management Tools,Trainer,5S Tool Implementation Management

EXECUTIVE SNAPSHOT

I am a dynamic and results-driven Personality who always focuses on achieving exceptional results in highly competitive environments that demands continuous improvement. Demonstrated excellence in providing technical inputs & Industrial engineering support to the team from conception till completion of project.

Production

- *Planning.
- *Productivity
- *Quality
- * Safety (Process)

Industrial Engineering

- *Time Study (SAH)
- *Manpower Efficiency
- *SOP *NVA
- * Downtime

Systems Management

- *5S (Implementation)
- *KAIZEN *ISO
- *TPM*LEAN system,
- *VSM/CAPEX Study

Soft Skill

- *TEAM work
- *Leadership skill
- *Trainer

SYNOPSIS

- ✓ **Proven track record of** Production, planning related to safety processes & procedures to facilitate robust Quality Management Systems
- ✓ **Demonstrated experience in** Industrial engineering with proficiency in reducing downtime ,manpower efficiency & enhancing operational effectiveness of SOP, non value audits
- ✓ **Skilled in** System management,Team work and training activities
- ✓ **Responsible for,** Coordination and compliance of ISO 9001 (QMS), 5S activities with CAPEX cost control management
- ✓ **Enjoys being part of a** successful and productive team and thrives in highly pressurized and challenging working environments. **Combines excellent** interpersonal and communication skills with proven expertise in the leadership, training and development of cross-functional team.

CAREER PROGRESSION

KH Group (KH Exports India Pvt, Ltd., (Glove Division) From 20th Sep 2012 to till date

Roles & Responsibility from 2018-till date

- Evaluation, implementation and coordination of 5S programs along with the KAIZEN process.
- Soft Skill Trained for all workers
- KAIZEN Implementation
- VSM (Value Stream Mapping)
- 2S Process Flow
- Lean concept

REPORTING to: CEO and Vice President

Assistant Manager - IE Department 3years 2012 to 2016

- Time Study
- Manpower Allocation and Efficiency Monitoring
- Line Balance
- Layout Changing
- SOP (Standard Operating Procedure) Creation
- Non value activity finding
- Hourly Output monitoring
- Down time follow-up

REPORTING to: CEO and Vice President

Assistant Manager - Production One Year 2017-2018

- Responsible for entire plant engineering operation and maintenance
- People and environmental management related to team building, cost controlling, decision and analytical thinking.
- Assigning tasks scheduling and follow-uping with related management team.
- Assigning checklists and maintaining SOP'S for internal departmental activities.
- Scheduling and handling the production.
- Planning and executing operations
- Preparing and reviewing the shop floor drawings as per contractual and construction management process along with site support & Technical query resolution.
- Coordinate and resolve issues related to facilitate completion of projects.
- Manage manpower work allowaction.
- Contribute to safe systems of work
- To development of Quality Management System with relevant Safety Standard

REPORTING to: CEO and Vice President

Spring Air Bedding Company (Noida) From 15th Sep 2009 to 10th Sep 2012

Assistant Manager of EDP in Spring Air Bedding Company (Noida)

Roles & Responsibility in Planning

- ✚ Production Planning
- ✚ Software and Hardware (EDP)
- ✚ Sales Order Processing into production
- ✚ MRP Label (Bar-coding) System
- ✚ Packing & Dispatching Control
- ✚ Supporting to Distributors and Delores
- ✚ Daily Sales and Pending Report
- ✚ Invoice Raising

REPORTING to: Factory Manager and Vice President

EDUCATION QUALIFICATION

* **M.B.A (Master of Business Administration)** Specialization in **Systems Management** 2013-2015 obtained **First-Class (70%)** at Madras University

* **M.C.A (Master of Computer Application)** in 2005-2008 obtained **First-Class (73%)** at MEASI Institute of Information Technology, University of Madras

* **B.Sc (Computer Science)** in 2001-2004 obtained **Second Class (65%)** at C. Abdul Hakeem College, University of Madras

* Higher Secondary Board of Examination in 2001 obtained **First-Class (74%)** at Govt. Hr Secondary School (Odugathur)

* **SSLC -1999** obtained **First-Class (60%)** at Govt. Hr. Secondary School (Odugathur), Vellore District

CERTIFICATIONS

Pro-SMV Certificate course 6 month Duration from Feb-2017 to July- 2017

Course content – System to set International Standard Times for various Factory Operations

- ✓ Pro-SMV
- ✓ Pro-Balance
- ✓ A Tool for Line Balancing
- ✓ LLB Bachelor of Laws degree in 2016-2019 (Literally Legum Baccalaureus)

Technical Qualification

- ✓ DCS (Diploma in Computer Science) 1 Year Course
- ✓ Typewriting Higher (English &Tamil)

PART TIME JOB'S (POSITION HELD)

1st Nov 2004 - : Joined as a Programmer for EDP Department KH Groups India Pvt, Ltd., Unit – (Rabia Leather Industries) . Chennai From 1st Nov 2004 – 2009

From 1st Nov 2004 – Dec 2005

Roles/ Responsibilities:

- * ISO Reports (International Standard Organization)
- * TQM Reports (Total Quality Maintenance)
- * TPM Reports (Total Productivity Maintenance)

REPORTING to: General Manager, QA Managers & Production In charges

From 5th Jan 2006 – Dec 2007

Roles/ Responsibilities:

- * Bar-coding System (Price ticket)
- * Efficiency & Production Evaluation Reports
- * Packing Instruction & Shipment systems
- * Production & Planning Reports

REPORTING to: General Manager, Unit Managers & Production In charges

From 10th Jan 2008 – 25th June 2009

Roles/ Responsibilities:

- Coding the programs in accordance with Program Specifications and adhering to Coding Standards Coding VB 6.0, HTML, and related classes.
- Involved in writing SQL queries for accessing backend.
- Manual Testing of the application using test specs.

PROJECT MANAGEMENT SKILLS

Project Title : 1' Touch MIS (Management Information System)

Environment : VB 6.0 with SQL Server Crystal Reports

Duration : Start: Dec 2007 - End: Mar 2008

Synopsis

Project Name	Inventory System Management.
Technical Details	Visual Basic 6.0 & SQL Server 2000 & Crystal Reports
Abstract	Description. This system is planned to run total inventory which is based on the leather goods process, under these function will have a five different branch and will maintain in a single coding. Receipt, Issues, Return and Stock maintenance and getting a result in various types as per company's requirement. It is very helpful to take the reports in the crystal form. Currently using our software without debugging.

Hardware Knowledge (Operating system)

- Windows XP
- Administration & Repairing
- Assembling and Installation of New computer
- Trouble shooting, Microprocessor 8085, 8086
- Knowledge Of Hardware components

Computer Skills:

Operating System	MS DOS, UNIX, Windows 2000/NT
Client Side	HTML, DHTML, VB Script
Server Side	Swing, RMI, JSP, ASP
Database	SQL Server 2000, Oracle 9i
BI Tools	Crystal Reports XI, Business Objects XI R2
Languages	Java C, C++, VB 6.0,
Office Tools	MS Office (Ms-Word, MS-Excel, Ms-Power Point)

STRENGTHS

- Commanding Leadership skill. And Team Work
- Prompt Grasping Power.
- Strong Arithmetical knowledge.
- Applicable to all Environment and workaholic

PERSONAL DOSSIER

- ❖ Father's Name : H.M. Sulthan Basha
- ❖ Permanent Address : No 2/138-1 Jabbar Sahib street,
Konavattam,
Vellore District, Tamil Nadu
Pin – 632013.
India
- ❖ Date of Birth : 09th March 1983
- ❖ Sex : Male
- ❖ Marital Status : Married
- ❖ Languages Known : English, Hindi, Tamil, Urdu, Telugu
- ❖ Nationality : Indian
- ❖ Passport # : **P 6689315** **TILL – 17th Jan 2027**
- ❖ Mobile Number : +91-7708603786

Hobbies

Reading Books, Drawing, Web surfing, Playing Cricket

Declaration

The information given above is true and correct to the best of my knowledge.

Date : / /2020

Place : Vellore

Your's faithfully

(S. ABDUL SAMAD)