**RESUME**

**Nandan L Patel**

At & Post: - Kunpur Ta: - Mandal Dist.:- Ahmadabad Pin code: - 382130

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**Career objective**

To strive for excellence, to work in such environment that will enhance my knowledge and career, where I can perform my management skills according to my strong caliber and efficiency.

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**Professional Experience**

**MMP Filtration Pvt ltd FEB 2016- Present**

Key Responsibilities Production Supervisor

 Provided support to all departments to ensure timely production of each project.

 Prepared project production schedules and assisted with production duties as necessary.

 Worked with production manager to allocate staffing resources.

 Tracked production progress and developed updates to existing tracking programs.

 Managed inventory and prepared weekly inventory reports.

 Coordinated production activities with vendors..

 Assisted production teams with the design and implementation process.

 Maintained database of production stats.

 Oversaw work performed by production teams. Supervising and motivating a team of workers.

 Developed production schedules and ensured that all production goals were met.

 Determined client requirements and evaluated client feedback.

**Key skills**

• Production Supervisor •Production process •Preventive maintenance

• Problem solving skill • Communication Skill •Time Management •Root cause analysis • Quality improvement process

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**Educati Credentials**

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• Diploma in Mechanical Engineering, 2015, Gujarat Technological University.

• Matriculation 2012

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**Technical Qualification**

• Software known : Auto CAD

• MS Office Tools : Ms word, Excel, Power Point

• Operating Systems : Windows XP,7,10

**Strength**

• I have an honest and dedicated attitude towards work.

• Team work skills and self motivated.

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**Training**: -

I am getting 15 day training in Rekha Textile Pvt. Ltd. (Surendranagar).

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**Personal Details**

• Name : - Nandan L Patel

• Father’s name : - Laxman Bhai L Patel

• Date of Birth : - 2 Feb 1997

• Gender : - Male

• Marital Status : - Married

• Nationality : - Indian

• Language known : - Guajarati, Hindi and English

❖ **Declaration:-**

I am Nandan patel here by declare that the attach particular’s condition to my

knowledge belief, I shall overdue by the terms & condition there in.

**NANDAN PATEL**