

MANAN MEHTA

8, Karnavati Society, Nr. Bhairavnath Bus stop, Maninagar, Ahmedabad-380028.

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Focus on:

To enhance my career in Automobile or Production industry and want to engage in activities that would increase my engineering and Interpersonal skills, provide opportunities for personal and professional growth, meeting people and further develop my managerial skills. I would be pleased to occupy a position in an organization that would enable me to contribute to the overall goals of the organization.

Qualifications:

Sr. No	Degree	Institute	Year Of Completion
1	PGDOM	IGNOU	2018
2	Bachelor of Engineering	<i>Safforny Institute of Technology, India</i>	2014
3	H.S.C.	<i>Jay Ambe High School, Ahmedabad</i>	2007
4	S.S.C.	<i>Shri Durga Vighyalaya, Ahmedabad</i>	2005

Professional Experience:

Patel Tours & Travel Pvt. Ltd . | Works Manager |From May 2018 to till date

Responsibilities:

- Manage the customer satisfaction level as per the norms
- Work with team and provide the satisfied result as required by the management
- Monitor inventory to regulate and ensure availability of required vehicle parts
- Supervise the activities of automotive service technicians to ensure efficient job performance and timely repairs
- Oversee operations in an auto service unit to ensure compliance with quality standards
- Schedule, train, supervise and motivate employees for the maintenance department
- Prioritize the maintenance and repairs of company equipment and parts
- Ensure that all vehicles are cleaned, fueled and in proper working order
- Implement safety policies and procedures for the department
- Carrying out routine scheduled maintenance work and responding to equipment faults
- Diagnosing breakdown problems
- Fitting new parts and making sure equipment is working correctly
- Carrying out quality inspections on jobs
- Dealing with emergencies, unplanned problems and repairs

Kataria trucking (Bharat Benz)| Works Manager |From Jan 2018 to May 2018

Responsibilities:

- Handle the work shop team and their duties
- Manage the customer satisfaction level as per the norms
- Work with team and provide the satisfied result as required by the management
- Monitor inventory to regulate and ensure availability of required vehicle parts

- Supervise the activities of automotive service technicians to ensure efficient job performance and timely repairs
- Oversee operations in an auto service unit to ensure compliance with quality standards

Chartered speed privet limited| Maintenance Engineer |From Dec 2015 to Jan 2018

Responsibilities:

- Designing maintenance strategies, procedures and methods;
- Carrying out routine scheduled maintenance work and responding to equipment faults;
- Diagnosing breakdown problems;
- Fitting new parts and making sure equipment is working correctly;
- Carrying out quality inspections on jobs;
- Arranging specialist procurement of fixtures, fittings or components;
- Controlling maintenance tools, stores and equipment;
- Monitoring and controlling maintenance costs;
- Dealing with emergencies, unplanned problems and repairs;
- Improving health and safety policies and procedures;
- Ensuring there is continuous cover of the machinery and equipment in case of breakdown

Anjney Pipe Ind.| Jr. Production Engineer|From June 2015 to October 2015

Responsibilities:

- Plan and coordinate production engineering processes on daily basis to produce high quality products.
- Provide engineering support for production and maintenance activities to ensure maximum production
- Establish safety procedures and environmental regulations for employees.
- Implement cost reduction initiatives while maintaining high quality standards.
- Investigate problems, analyze root causes and derive resolutions.

Advance Techno System| Trainee – Engineer|January 2015 to June 2015

Key Strengths:

- Excellent work ethic/common sense approach to work challenges
- Balanced of task and people oriented focus
- Internal locus of control, Positive self esteem, self monitoring
- Ability to work well within a team and under pressure
- Willingness to adapt and learn new technologies

Academic Project: Execution

**Project: MICROSTRUCTURE AND DRY SLIDING WAER BEHAVIOUR OF
EUTECTIC ALUMINIUM-SILICON ALLOY**

Technology Skill Set:

Software Skills : Auto Cad, Ms Office

Personal Detail

Date of Birth 08/04/1990.

Nationality Indian

Marital Status Married

Linguistic ability English, Hindi, Gujarati

I hereby declare that the above mention information is correct up to my best knowledge and I bear the sole responsibility for the authenticity of the mentioned particulars.

Date:

Place: Ahmadabad

Manan Mehta

