

# KAPIL KOTADIYA

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## MECHANICAL ENGINEER

### Employment Experience :

- Company Name : Falcon Pumps Pvt, Ltd.
- Company Profile : Domestic & Agriculture Pump Manufacturer.
- Designation : Jr, Executive
- Department : Purchase Production Planning

### Job Profile :

- Preparing production plan, schedule for production and supervising production-planning
- Co-ordinate with purchase & store to get all the raw material available in time as per the plan.
- Set monthly /quarterly production plan quantity according to the target given by management.
- Generate daily work order plan for next day production.
- Co-ordinate with R&D department if any problem or issue regarding product design, parts drawing, product BOM.
- Planning relating all work to do with T.FAT(ERP) software.
- Documentations like Routine checklists ,BOM, GRN & all plant safety concerns.
- Indent generate according production plan and store minimum level.
- Vendor development as excellent as possible and also make profitable deal for company.

- Get excellent quality of material from local and outsourcing vendor.
- Check physical as well on paper quantity in plant.
- Machine and man power utilize as maximum as possible.
- Reduce dead or null time in production cycle.
- Make production process smooth by utilize all equipment and all resources which available in plant.
- Emergency material shortage fill-up anyhow.

## **Key Role :**

- My role as an executive in PPC line like as maintain a raw material and handling from step by step process and never fail to production line and try to run production flow smooth during its working hour.
- Generate a production planning according future forecasting and coordinate with all department which are involve in this product's production.
- Highlight important point or topic at core meeting.
- Get and give suggestion from required department.
- Customize model or change as per dealer requirement.
- Check whole production process in ERP software.
- If any departmental error find, review it and solve on immediate basis.
- Improve production process by current technology trend.
- Inventory level hold low as low as possible.
- Reduce wastages or scrape of metal.

## **Education Qualification :**

- ❖ B.E. Mechanical 2011-2015  
L.J. Institute Of Engineering & Technology , Ahmedabad
- ❖ HSEB SCIENCE 2009-2011  
Royal Science School , Dhoraji ,Rajkot

## **Technical Skill/Knowledge :**

- ERP software utilization
- Inventory management
- Quick decision making.
- Machining Process
- Technical standard
- Basic 2D-3D design
- Basic computer skill
- Material Selection
- Cost effective
- Measurement unit
- Supply management

## **Personal information :**

- 1) Name : Kapil Natvarlal Kotadiya
- 2) DOB : 20<sup>th</sup> March
- 3) Address : 190, Wadlavadi Area, Nr. Nilkanth Temple  
At-Motagundala Gundala(Dhoraji), Jetpur  
Rajkot-360370
- 4) Language : Gujarati , Hindi , English

I hereby declare that all the details furnished here are true to the best of my knowledge.

Place: Ahmedabad

Signature: kapilkotadiya