

SATYA OM YADAV

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Present Add- Gurgaon Sector 21
Haryana 122016

Experience Summary

I have 04-Years 7 Months' Experience in Engineer - Marketing & Proposal, Engineer - Corporate Maintenance with academic and professional qualification of B.Tech in Mechanical Engineering

Active participation and working in the growth of the organization by applying my knowledge, skills in an innovative way. I believe to deliver my best services to employed organizations.

Present: - At present looking for an opportunity in sales & Marketing with 4 years 7 month of working experience in proposal and marketing

Previous Engagement: from 15 February 2018-24 June 2021

▶ Worked as **Engineer –Proposal and Marketing** with M/s **Tiger Syntex Pvt. Ltd.** Kanpur. I had joined this organization as **Engineer –Proposal and Marketing** in the year 2018. It is one of the leading home grown textile manufacturers.

❖ **Job Responsibility in Tiger Syntex Pvt. Ltd :-**

- ▶ Follow up of new sample development
- ▶ Follow up for new order and existing order status
- ▶ Follow up for bills & payments
- ▶ Maintaining records
- ▶ Build relationships with prospective clients
- ▶ Maintain consistent contact with existing clients
- ▶ Analyze market and establish competitive advantages
- ▶ Track metrics to ensure target are hit
- ▶ To communicate with textile agents for the recent trends & order probability of fabrics
- ▶ To follow up the fabric samples and CAD designs to the agents for hand feel
- ▶ To lobby the government agency for tendering the fabric bidding in defense and Indian railways sector
- ▶ To maintain regular communication between buyer and buying house
- ▶ Display the better criteria of product
- ▶ Arranging and carrying out validation of tasks

- ▶ Records and data management preparation of reports and execute official correspondence.
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Previous Engagement: From 15th November 2016 to 2nd Feb 2018

- ▶ Worked as **Maintenance Engineer** (Corporate Office/**Administration Department**) with M/s J. K. Cement Limited (Pay Role-**Petal management service Pvt. Ltd & Pristine Management service Pvt. Ltd**), corporate office, New Delhi. I had joined this organization as a **Supervisor Trainee** in the year 2016. It is one of the leading White Cement cum Grey Cement producers in the country.

❖ **Job Role and Responsibility in J.K. Cement Ltd:-**

- **Project:-**

- ▶ Coordination with Consultant for the tendering and finalization of the contracts for new civil/office project
- ▶ Comparing and deciding of the vendor as per quotation rate /amount and quality
- ▶ Manage, supervise and control projects through the project life cycle
- ▶ Supervise the works quality, material and work duration
- ▶ Understanding of billings methods like lump sums, unit rate and cost, reimbursable/time & material.
- ▶ Subject matter expert on all contract administration functions within the project life-cycle
- ▶ Audits files and processes in the field for compliance of standards for achievement of cost and schedule objectives.
- ▶ Coordinates resources to achieve project goals.
- ▶ Team interaction promoting positive internal and external vendor relationships.
- ▶ Identifies risks in the project.

- **Maintenance:-**

- ▶ Planning and undertaking scheduled maintenance
 - ▶ Work with the administration to provide administrative support to the department.
 - ▶ Records and data management preparation of reports and execute official correspondence.
 - ▶ Demonstrated knowledge of basic procurement
 - ▶ To lead optimization of the maintenance schedule and casualty repair procedures in light of service experience and Operations feedback including:
 - ▶ Arranging and carrying out validation of tasks
 - ▶ Providing AMC of the mechanical and electric item as per company rules
 - ▶ AMC tracing
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Professional Qualification:

- ▶ **B.TECH –Mechanical Engineering**[2012-2016] from the Allenhouse Institute of Technology, Kanpur, affiliated to AICTE, India with **68.18%** Marks

Academic Qualification:

- ▶ **Bachelor of Technology** [2012-2016] full time from **Dr. A.P.J. Abdul Kalam Technical University, Lucknow (College-Allenhouse Institute Of Technology Kanpur)** with **68.18%** Marks
 - ▶ **Intermediate in Science** [2011-2012] full time from UP Board, with **68%** Marks
 - ▶ **High School** [2009-2010] full time from UP Board, with **69.83%** Marks
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Recent Training: - Attended 6 days **Sales & Marketing** online training from TRIFORCE INC.
07/06/2021 to 13/06/2021

Extra-Curricular activity:-

- ▶ Participated in TRYST '15(IIT DELHI Technical fest) bridge building competition and secured 5th position.
 - ▶ TRYST'15 –Automobile & Mechanics workshop from IIT Delhi
 - ▶ Head coordinator of Mechanical society of Allenites (MSA) technical fest of Allenhouse Institute of Technology(AIT)
 - ▶ Attended training in Manual robotics and digital electronic
 - ▶ Presented handmade bike- mover project to Department of Mechanical Engineer AIT
 - ▶ Certificate participation –Online workshop on Analytics by INTERSHALA
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Working Software& Certification:

- ▶ Operating Skills: Ms Word, Ms Excel, Power point, Internet, SAP-PR
 - ▶ Operating Systems: Windows, Windows XP/Vista
 - ▶ Certificate –Course on Computer Concept(CCC) by **NIELIT**
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Software Learned:

- ▶ Auto Cad
 - ▶ Creo 2.0
 - ▶ Solid Works
 - ▶ C language
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Training:

Topic: Machine Assembly
Organization: Lohia corp. Ltd. Kanpur

Duration: Six Weeks

Project Worked: Wood Plastic Composite Material

Technical Skills:-

- ▶ Problem solving-Ability to research technical problems to identify root causes and develop robust solutions that are right the first time
 - ▶ Influencing and Can communicate effectively with staff at all levels within the organization
 - ▶ Planning & Organizing – Contributes to workload planning and drives to meet planned objectives. Able to understand business priorities
 - ▶ Self-Motivation – Carries out activities that add value to the job using own initiative
 - ▶ Flexibility & Adaptability – Actively seek out new challenges. Has the ability to evaluate alternative ways of achieving objectives
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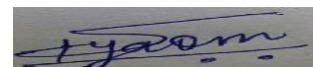
Personal Details:

Candidate's Name	: Satya Om Yadav
Father's Name	: Mr. Ram Shabd Yadav
Mother's Name	: Mrs. Urmila Yadav
Phone	: 9721981123
Email	: satyomyadav@gmail.com
Date of Birth	: 5th July 1995
Permanent Add	: 121, Lane No 7 Kamla Nagar ,Kanpur Nagar 208005
Sex	: Male
Marital Status	: Unmarried
Nationality	: Indian
Language	: English & Hindi
Passport	: P5129893

Declaration:

"I hereby declare that the details and information given above are complete and true to the best of my knowledge.

Date:
Place: Gurgaon/Gurugram



Satya Om Yadav