

Curriculum Vitae

SHYAM SHARMA

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Professional Profile

Shop Floor Manager

Professional Snapshot

- ✚ 4+ Years' Experience in Shop Floor Management in Oil and Grease Lubricant Industry.
- ✚ Exposure in Problem Solving & Process Optimization

Objective:

- ✚ A quick learner highly motivated to set and achieve goals and able to inspire the trust and confidence of others. Works equally well as a team member or independent and able to prioritize motivate and delegate.

Key Skills

- ✚ Exhibits a positive attitude in contributing to the achievement of objectives and supporting others.
- ✚ Actively responsible for continuous improvement. Looks for new ways of doing things.
- ✚ Demonstrates leadership through own attitude in carrying out tasks and meeting objectives. Demonstrates a sense of responsibility.
- ✚ Able to instruct others. Seeks own development. Will accept and take appropriate action on feedback and challenge Computer Skills.

Career Review

Exp II : Shop Floor Manager

Trinity Lubes and Grease FZC, Sharjah

From: March 2020 – Nov 2022

- ✚ Assisting Production Manager and supervise end to end lubricants filling operation including Drum Filling, Small Pack Filling, and Bulk Filling.
- ✚ Manpower handling at shop floor area and make teams shift wise
- ✚ Preparing the schedule for next 3 days filling and Dispatch Plan as per the forecast given by Sales & Marketing Department
- ✚ Assisting Production Manager in running the applicable plant initiatives Ensuring Filling Operation is carried out in accordance with roles described.
- ✚ Ensuring Filling Line operation is performed in accordance with ISO standards, and the Production Plan (as set by the PPC Controller) and consistent with HSSE rules and regulations.
- ✚ Working with Maintenance Supervisor to ensure Filling and Associated Equipment availability is maximized.
- ✚ Check daily Label inspection of filled Oil Packaging and Greases and maintain its records.
- ✚ Hands on experience in store, Inventory of Incoming and FG materials.
- ✚ Maintaining Label inspection records of Oil and grease drums of other customer of domestic and export.
- ✚ Maintaining Daily Filling Records of oil as per density and entries in ERP (Enterprise Resource Planning).
- ✚ Maintain separate records for the customers like Shell, Exxon Mobil, Castrol, Total and many more.
- ✚ MRP pre-print check records are properly maintain.
- ✚ Hands on Experience in ERP entries of FG Oil and Grease and warehouse shipments.
- ✚ Maintain Finished goods inventory reconciliation.
- ✚ Ensure FIFO is being followed for Dispatch of finished goods and incoming materials.
- ✚ Working with the maintenance support Laboratory to reduce flushing and with the Operations Excellence Analyst to reduce set-up and tear-down times.
- ✚ Coaching, training and leading Filling Operators in Filling Operations.
- ✚ Work with In-plant logistic department to ensure operational excellence of Finish Products management and deliveries.
- ✚ Maintaining all ISO records batch wise related to the filling.
- ✚ Documentation related to filling and Dispatch.
- ✚ Preparing Dispatch details for the material to be dispatched.
- ✚ Finished goods to store in respective areas and bays.

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Exp I : LINE INSPECTOR & Production Supervisor

Siddharth Greases & Lubes Pvt. Ltd. Gurugram (IND)

From: Oct 2018 to March 2020

- ✚ Set daily/weekly/monthly objectives and communicate them to employees
- ✚ Organize workflow by assigning responsibilities and preparing schedules
- ✚ Oversee and coach employees
- ✚ Ensure the safe use of equipment and schedule regular maintenance
- ✚ Check production output according to specifications
- ✚ Submit reports to production manager on performance and progress
- ✚ Identify issues in efficiency and suggest improvements
- ✚ Train new employees on how to safely use machinery and follow procedures
- ✚ Enforce strict safety guidelines and company standards

Achievement

- Best New Comer Award 2019 in Siddharth Grease & Lubes Pvt. Ltd
- Participated in the work shop on mechanical cad conducted by CAD CENTRE, MALVIYA NAGAR, JAIPUR.
- Completion of course of AUTO CAD.
- Training under the Infosys campus connects business communicate on and team work Programme conducting by Infosys

Education

- ✚ Degree in Mechanical Engineering from Jaipur National University (2016)
- ✚ 12th from State Board (2012).
- ✚ 10th from State Board (2010).

Personal Information

- ✚ Nationality: Indian
- ✚ UAE Visit Visa
- ✚ Marital Status: Married
- ✚ Language Known: English (Professional) / Hindi (Fluent)