

Curriculum Vitae

NAME: Ravindra Singh Nagarkoti

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CURRENT ORGANISATION:-

- Currently working as a Quality control Executive/QC Chemist (Grease & Oil) in **Gulf Oil Middle East** from May 2024 to till dated.

JOB RESPONSIBILITIES

- Routine Checkup for the smooth working of laboratory activity on shift handling.
- Maintaining, Trouble shooting, Preventive maintenance for all Instruments, SQC (Statistical Quality Control) Chart and Documents as Per ASTM D6299 Requirements and verifying instruments with CRM and Secondary standards on applicable interval.
- Complete Testing of Finished Liquid Lubricants, Additive and Greases (Industrials & Automotive Application) as per ASTM Methods and Release as per sample request and verifying outgoing finish goods before dispatch against product identification and Batch Number.
- Updating New formulation or new version keeping other version on hold for the purpose cost calculation and blending through Oracle.
- Handling and Testing of All Raw Materials (Additives and Base Oil). verifying the C.O.A from supplier for the material against specification and batch number, where in-house analysis is not applicable. Inspecting Packing materials for its damage, Quality/API grades (Cartoon, Bottle, stickers)
- Guiding for flushing for filling line for sensitive product, slope quantity for line change over and kettle flushing as per compatibility matrix and advising this slope and flush oil to be use in lower grades by acceptable percentage after testing & amending raw material dosage accordingly.
- Analyzing cause for any miss matching quality or QC fail applying corrective action and taking preventive action so that next time same problem never to be repeat.
- Making Lab Blends of Lubricants oil for Confirmation of approved formulation from technology.
- Logging report of R.M, finished goods, Filing and Bulk load sample and approving as per company criteria and specification. Documenting required documents, generating C.O.A for different kinds of request
- Giving Batch correction or adjust blend any single or multi variables so as to pass product specification if the product is out of specification or QC fails by suitable calculation & criteria to be applied.
- Maintaining Inventory for Chemicals, Glassware's, LAB working Consumables, Instrument consumables, SQC sample and C.R.M. Forwarding Request if any purchase required.
- Preparing and maintaining documents (Controlled & non controlled) for the better performance of LAB like Humidity & temperature monitoring sheet, Lab instrument weakly maintenance sheet, check list upon receipt, Maintaining retention samples of Batch, filling, RM & Bulk load records and also for their expire date and decanting plan for expired one & Sample retrieving from retention record.
- List of CRM their C.O.A, Expiry, Calibration Scheduling for various instruments and instrument components like thermometer, temperature probe, RPM for agitator of separability instrument ETC as per the requirement as per ASTM by opting best Quotation against approved suppliers.
- Monitoring the newly installed items for their proper working and processing reporting of the same.
- Monthly taking random intra organizational sample for QA & Product Audit from packed finished goods to ensure the product is within Quality that is agreed by organization. Analysis also evaluate the test performer by checking ASTM repeatability and reproducibility.
- Monthly verifying by considering Repeatability and reproducibility for every ASTM proposing instruments.

- **Worked as Production Supervisor (Grease Department) in Black Bulls Grease and Lubricants, Dubai from April 2022 to April 2024.**
- Manufacturing of all types of greases which include Calcium Sulphonate Grease, Lithium Complex Greases, Moly Greases, Bentonite High Temperature Greases, Normal Lithium greases, Calcium Anhydrous Greases, Transparent Lithium Grease, Overhead Conductor (OHC) Grease, and EP Greases etc.
- Manufacturing of all types of Automotive & Industrial Lubricants which include Engine Oils, Gear Oils, Hydraulic Oils and specialties.
- Ensure all weekly/monthly production reporting requirements are completed on time.
- Accountable for daily plant operations i.e. day-to-day Oil Blending, Grease Quenching, Milling, Homogenization, Deaeration, Filtration, Filling and loading/unloading of base oils from SCADA Control Room.
- Manufacturing & process development of Greases in Quenching Vessel & Pressurized vessel and execute optimization opportunities.
- Very much familiar with the operation of Drum Decanting System (DDS) unit for addition of additives from drums into Blender.
- Preparing Product Data Sheet (PDS), Safety Data Sheet (SDS) and Test reports for Finished Products.
- Accountable for control Blending and Filling Activities including HSSE, Quality, Integrity Management, Production Planning and KPI driven and performance improvement. Co-ordinate with other departments related to blending and filling process.
- Testing & reporting of Finished Products (Grease & Lube Oils), base oils as per ASTM/IP test methods.
- Making Lab blends/Pilot batch if base oil or additive change, before taking new batch in manufacturing.
- Supervise Blending & Filling process meets quality, quantity and safety requirement and ensure products are produced on-spec, correctly packaged and labelled.
- Hands on Experience in Updating of daily batch production records in Systems applications products in data processing(SAP).

- **Two years' experience as a Quality control/ Quality Assurance (Grease & Lubricating oil Department) in Trinity Grease & Lubes FZC, Sharjah UAE from March 2020 to April 2022.**

Details of work:

- Plan, preparing batch card for required batch quantity and directing production blending filling activities of lubricants to meet customer's requirements develop effective long and short term production plans
- Scheduling and controlling of products blended as per service level agreement with sales marketing to fulfill all local and non-local orders- Lubricants for Diesel and Petrol engine, clutch, brake, hydraulic, gear, Automatic Transmission Fluid, Antifreeze.
- Developing a routine checkup plan for plant tanks, pipelines, valves, heat generators and compressors. Reporting any problem in plant to the operator and maintenance department. Guiding for preventive maintenance program for successfully running equipment's and machineries and ensuring their smooth operation. Inspecting the calibration program of weighing bridge, scale, lab equipment's and plant equipment's and their documentation.
- Analyzing for the Raw materials including Petroleum based Base Oil, Synthetic Base oil,

Additives, Viscosity Index Improvers as per ASTM & managing the Income Raw Materials by checking with the In lab Test report and the specification given by the supplier and storing it to its suitable storage area. Processing Suppliers documents to the office staff.

- Arranging samples to the third party testing by ensuring proper labeling and documenting.
- Setting the formulation for various grade and its specification.
- If any deviation in quality of blended oil, Calculated dilution/ variation is done using suitable raw materials.
- Maintaining raw base oil, additives, finished goods stock quantity and its regulation. Ordering Raw materials if requires.
- Conducting research work for the betterment of product and the cost control process

➤ **Four years' experience as a Production Chemist (Grease & Lubricating oil Department)in Rizol Petro Product Pvt. Ltd. from 2016 to 2020.**

- Testing all Process oil, Lubricating oil & Grease.
- Testing and Sampling of raw materials & additives.
- Making all type of greases like Ca, Li, Al- based greases, Calcium Sulfonate Grease, poly urea grease, sparkle grease, Food Grade Greases, Clay based greases etc. . Making formulation of Grease products.
- Blending all types of oil like engine oil, gear oil, Hydraulic oil, Specialty oil etc. Making formulation of products.
- Developing & testing new products as per customer's specific requirements.
- Prepare laboratory samples of new products and assist in scale up to pilot plant
- Assist in developing specification, MSDS's & technical reports for Products.
- Preparation of small blends for lubricant formulation and Grease formulation.
- In process Quality control & recordkeeping of all the lab testing and new product development results.
- Maintaining Documentation and preparation of SOP, Data plan, COA, BMR.
- Monitoring incoming quality of raw materials and keeping records of products specification.
- Packaging Analysis: Stickers, Corrugated Box, Labels, Carton, IBC, Totes, Shrink Bags, Drums, Bottles, and Plastic container
- Facing ISO audit and Internal audit.

➤ **Three years' experience as a Lab Chemist (Grease & Lubricating oil Department)in Siddharth Lubes & Grease Pvt. Ltd from 2013 to 2016.**

- Conducted a range of quality control tests on lubricants and greases to ensure compliance with client specifications and industry standards (ASTM, SAE, etc.).
- Utilized various analytical techniques (e.g., XRF, ICP, FTIR, and viscosity testing) to evaluate raw materials, in-process samples, and final products.
- Monitored the stability and performance of lubricants and greases under different environmental

conditions (e.g., temperature, shear stress, and load).

- Assisted in the development and optimization of lubricant formulations by conducting tests to assess the impact of various additives on product performance.
- Coordinated with the production team to resolve any product quality issues, ensuring minimal disruption to manufacturing processes.
- Ensured strict adherence to safety and environmental regulations within the laboratory.
- Developed and maintained detailed reports and records on testing procedures, results, and corrective actions taken
- Performed routine testing of raw materials and finished lubricant products, including tests for viscosity, flash point, pour point, and acid number.

- Participated in the development of testing protocols and standard operating procedures (SOPs) for lubricant quality assessments.
- Identified and documented product defects and worked closely with engineers to troubleshoot and resolve issues.
- Assisted in the calibration and maintenance of laboratory instruments to ensure accuracy and reliability of results.
- Provided technical support to other departments, including R&D and production teams, in resolving product-related issues.

ACADEMIC QUALIFICATION

- **B.Sc. (Chemistry) University of Himalayan, Arunachal Pradesh, INDIA.**
- **12th (PCB) University of Uttarakhand .**

TEST METHODS & INSTRUMENTATION SKILLS

- ASTM D – 95, ASTM D – 445, ASTM D – 7042, ASTM D – 4052, ASTM D – 156, ASTM D – 1500,ASTM D – 92, ASTM D – 93, ASTM D – 97, ASTM D – 130, ASTM D – 1218,ASTM D – 5800, ASTMD – 566, ASTM D- 1831, ASTM D- 2596, ASTM D- 2566, ASTM D- 1263, ASTM D- 1264, ASTM D -5293 for lubricating oil
- Gained experience in handling various spectroscopic instruments those subsume CCS, FTIR, MRV, HTHS, ICP-OES.
- **Grease performance test equipment** include penetrometer, EMCOR-dynamic rust test, static rust test, drop point, oil separation, Cu Corrosion, oxidation stability ,water washout, leakage tendency, Mechanical stability etc.

COMPUTER SKILLS

- Extensive user of graphics packages like MS Paint, Adobe Photoshop.
- Technically proficient in software like MS Word, MS Excel, MS Power Point.

ADDITIONAL SKILLS

- Ideally Familiar with ERP OPERATIONS or similar applications.

PERSONAL SKILLS

- Ensure documents that are to be represented in audit.
- Ensure the procedures are met as per standard operating procedures.
- Ensure to learn adapt new opportunities and challenge

PERSONAL PROFIE

Permanent Address : Home No. FT 9 Village Bamarari Bageshwar
Uttarakhand, INDIA

Passport : U 4583181

Emergency contacat : 8684069638

Date of Birth : 26th JUNE 1993

Languages known : English, Hindi

Marital status : Married

Hobbies/Interests : Playing cricket & learning new things.

Strengths : Positive Attitude, Self-Confidence.

DECLARATION

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place: RAK

Date: 03 / 12 / 2024
(Ravindra Singh Nagarkoti)