Technical Supervisor Heavy Equipment & Heavy Vehicle



Address: Azad Hind Nagar Near H.H Colony Harmu Ranchi, Jharkhand Pin Code- 834002 Cell: +968 77176901 :+91 620433552 Email: sajjadain.09@gmail.com

QUALIFICATIONS

- RTC Institute Of Technology Ormanjhi, Diploma in Mechanical Engineering 2015-2018
- Lala Lajpat Rai Sr Sec School Pundag, Intermediate 2012 – 2014
- Radha Govind High School Ramgarh, SSLC 10TH 2011-2012

COMPUTER PROFICIENCY

Presentation/Spreadsheet/Wor d Processing/ Programming, Publisher, PowerPoint, Excel, Word, Front Page.

Client Server/Networking/Hardware, Expedeon App, Sophos Connect, IVMS Tracker, ERP

Mahboob Alam

SUMMARY

Dedicated and Experienced Heavy Vehicle & Heavy Equipment Supervisor with over 7 years in the Service centre, Transport and Construction Companies. Proven track record of ensuring timely delivering, managing inventory, ensuring operational efficiency, safety compliance, and effective team leadership. Skilled in maintenance management, budget oversight, and project coordination, with a strong commitment to enhancing productivity and minimizing downtime. Have worked in busy, pressurized environments where high standards are expected. My expertise in parts ordering for heavy equipments, heavy vehicles, light vehicles and miscellaneous equipment to derive efficiency and cost savings in the procurement process.

PROFESSIONAL EXPERIENCE

Workshop Supervisor

Premsons and Poddar Trucking Company LLC (Authorized Dealer of Ashok Leyland, Rampur Ranchi)

October 2018-November 2021.

- Diagnosed and repaired a wide range of mechanical issues in vehicles ensuring all repairs met quality and safety standards.
- Interacted with clients to explain repairs and maintenance needs, building trust and ensuring high levels of customer satisfaction.
- Maintained accurate records of accidents and safety inspections, preparing reports for management and regulatory bodies.
- Supervised a team of mechanics and technicians, providing guidance and training to enhance skills and promote a culture of safety and accountability.
- Assisted in managing inventory of spare parts, ensuring timely availability.
- Manage budget and resources, identifying areas for cost savings and efficiency improvements.
- Coordinated with insurance companies, customers, and other stakeholders to ensure smooth repair process.
- Implemented and maintained quality control processes to ensure high standards of workmanship.

Major Achievements

- Improved body shop efficiency by 70% through process improvements and staff training.
- Reduced repair times by 60% through effective scheduling and resource management.

System (SAP, Oracle), MRP System(Materials Requirement Planning) Custom Apps, FMS (Fleet Management System), ATMS (Automated Teller Machine System)

SKILLS

- Workshop supervision and management
- Parts ordering and procurement
- Inventory management
- Cost savings and cost avoidance
- Analytical and problemsolving skills
- Familiarity with procurement software and systems ERP, MRP, Expedeon
- Budgeting and cost management
- Team collaboration and leadership
- Technical product knowledge
- Technical parts and procurement knowledge of Heavy equipments (Wheel Loader, Excavator, Grader, Dozer, Crane, Backhoe Loader, etc.)
- Heavy vehicles (Tipper, Prime mover, Fuel Tanker, Water Tanker etc.)
- Light vehicles (Pickup, Station Wagon, Saloon Car, Coaster Bus, 3T Canter Cargo etc.)
- Miscellaneous equipments
 (Power Generator, Tower
 Light, Welding Generator, Air
 Compressor, Vibrator, Plate
 Compactor, Dumper etc).

• Increased customer satisfaction ratings through improved communication and quality control.

Service and Sales Executive N.R Associates Pvt. Ltd (Authorized Distributor of BKT Tyres, Ranchi)

December 2021 – November 2022.

- Maintaining strong and cordial relationship with corporate level sales and marketing managers.
- Expertise and professionalism in customer contacts, understanding of customer requirements, analysis and resolution of problem and complaints in coordination with Customer Service department.
- Develop and implemented sales strategies to drive revenue growth and increase market share.
- Built and maintained strong relationships with customers, including dealers, distributors, and OEMs.
- Provided technical support and product training to customers and internal stakeholders.
- Conducted market research and analysis to stay up-to-date on industry trends and competitor activity.
- Collaborated with internal teams, including sales, marketing, and logistics, to ensure seamless customer experience.

Major Achievements

- Achieved sales targets and exceeded revenue growth expectations.
- Built and maintained strong relationship with customers and dealers.

Chargehand and Parts Ordering Executive Galfar Engineering & Contracting S.A.O.G Company, Oman December 2022-till date.

- Conduct regular maintenance on heavy vehicles, heavy equipments, light vehicles and miscellaneous equipments.
- Supervised team of technicians, ensuring efficient workflow and high-quality work.
- Maintain work logs, repairs and maintenance records.
- Processed a range of documentation like service work order, repair work order, material issue work order.
- Processed a wide range of documents and entered information into databases.
- Perform vehicle assessments and alerts on issues that will prohibit the vehicles and machinery from passing inspection.
- Monitor inventory and order new parts.
- Procured parts and materials ordering for Heavy Equipments
 like Dozer (Komatsu/Caterpillar, Grader (Komatsu/Caterpillar),
 Backhoe Loader (JCB/Caterpillar), Excavator (Komatsu/ Volvo/
 Hitachi/Hyundai), Wheel Loader (Komatsu/
 Caterpillar/Volvo/Hyundai), Crane (XCMG/Kato/Sany), Skid
 Loader (XCMG, Bob Cat). Heavy Vehicles like Tipper (Iveco,
 Man, Astra, Scania, Renault)/ Prime Mover (Iveco, Scania, Man,
 Renault). Light Vehicles like Pickup (Toyota, Nissan)/ 3T Canter
 (Mitsubishi, Hino) etc.

PERSONAL INFORMATION

- Nationality- Indian
- Passport- U3510422
- Passport Expire- 06 Dec 2030
- Visa- Employment
- Date of Birth- 02 Feb 1997
- Gender- Male
- Marital Status- Single
- Languages Known- Hindi-Native, English-Proficient, Arabic- Good Working Knowledge

ACCOMPLISHMENTS

Rewards, Being rewarded by Financial incentives for meeting and exceeding safety, maintenance, and operational targets.

Target Achievements,

Effectively managing spare parts inventory to ensure timely availability while minimizing excess stock, from management of outstanding performance such as awarded employee of the month.

Major Achievements

- Reduced repair times through effective scheduling and resources management.
- Successfully managed parts ordering for numbers of heavy equipments, heavy vehicles, light vehicles and miscellaneous equipments.
- Improved parts delivery time through efficient inventory management.
- Ensured 90% accuracy in parts ordering and inventory management.

SAFETY AND RESPONSIBILITIES

- Maintain Standards of safety and comply with Company's Health, Safety and Environment.
- Take reasonable care of own health and safety that of others in the workplace.
- Follow and maintain Company standard of Quality in accordance with Company Quality System Provided.

DECLARATION

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Place:

Date: Mahboob Alam



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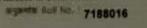




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ZAHEDA PERWEEN / MD MANJUR ALAM

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क्रम संख्या S.No. SSCE / 2014/

केन्द्रीय माध्यमिक शिक्षा बोर्ड CENTRAL BOARD OF SECONDARY EDUCATION

08052/00040

888072

अंक विवरणिका MARKS STATEMENT

सीनियर स्कूल सर्टिफिकेट परीक्षा, 2014

ALL INDIA SENIOR SCHOOL CERTIFICATE EXAMINATION, 2014

MAHBOOB ALAM नाम Name

ZAHEDA PERWEEN

माना पिता संरक्षक का नाम Mother's/Father's/Guardian's Name MD MANJUR ALAM

विद्यालय School 08052 L L R BAL MANDIR SR SEC SCHOOL

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संदिगितयों का अर्थ : Abbreviations

AB : विषय में अनुपरिथत Absent in the Subject

परिणाम Result

COMPARTMENT

EX : छट-प्राप्त Exempted

FP : प्रयोगात्मक में असफल Fail in Practical

FT : लिखित में असफल Fail in Theory

दिल्ली Delhi

दिनांक Dated

28-05-2014

Controller of Examinations

क्र.सं./पीoएसoऐo/2013 S. No. /PSA/2013

0938435

08052/0043



केन्द्रीय माध्यमिक शिक्षा बोर्ड, दिल्ली CENTRAL BOARD OF SECONDARY EDUCATION, DELHI

निर्मेय समाधान मूल्यांकन कक्षा - XI (2012-2013) PROBLEM SOLVING ASSESSMENT Class - XI (2012-2013)



निष्पादन प्रमाण-पत्र PERFORMANCE CERTIFICATE

पंजीकरण संख्या Registration No. P214/08052/0043

यह प्रमाणित किया जाता है कि This is to certify that MAHBOOB ALAM

आत्मज/आत्मजा son**/xixxxix**xxxf

माता/पिता/संरक्षक का नाम
Mother's/Father's/Guardian's Name ZAHEDA PERWEEN / MD MANJUR ALAM

विद्यालय का नाम

School Name L L R BAL MANDIR SR SEC SCHOOL KADRU RD RANCHI

केन्द्रीय माध्यमिक शिक्षा बोर्ड, दिल्ली द्वारा फरवरी,2013 में आयोजित निर्मय समाधान मूल्यांकन परीक्षा में उपस्थित हुए और उनका प्रदर्शन इस प्रकार रहाः—
appeared in the Problem Solving Assessment conducted by Central Board of Secondary Education, Delhi held in February, 2013 and performed as follows:-

क्षेत्र Domain		शतमक प्राप्तांक Pe	rcentile Score
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ntitative Reason	ing	70.5213	
	guage Convention		guage Conventions 49.8724 Iltative Reasoning 78.1495

दिल्ली Delhi

दिनांक Date: 31/08/2013

परीक्षा नियंत्रक Controller of Examinations



STATE BOARD OF TECHNICAL EDUCATION, JHARKHAND **MARKS STATEMENT**



Reg. No.: 15110120036 of RTC INSTITUTE OF TECHNOLOGY, RANCHI has obtained the following marks in the 5TH SEM - DIPLOMA IN MECHANICAL ENGINEERING EXAMINATION-2018, held in the month of APRIL-2018 :-

	NAME OF THE SUBJECT	FULL MARKS	PASS MARKS	MARKS OBTAINED
THEORY	PAPERS			
121541	ADVANCED MANUFACTURING PROCESSES	100	40	56
121551	POWER ENGINEERING	100	40	40
121561	MEASUREMENTS & CONTROL	100	40	58
121571	METROLOGY & QUALITY CONTROL	100	40	40
121591	ELECTIVE I- AUTOMOBILE ENGINEERING	100	40	43
THEORY	TOTAL	500		237
PRACTICAL	PAPERS			
121554	POWER ENGINEERING	50	20	46
121574	METROLOGY & QUALITY CONTROL	50	20	45
PRACTICAL	TOTAL	100		91
TERMWORK	PAPERS			
121549	ADVANCED MANUFACTURING PROCESSES	25	10	20
121559	POWER ENGINEERING	25	10	22
121569	MEASUREMENTS & CONTROL	25	10	20
121579	METROLOGY & QUALITY CONTROL	25	10	21
121599	ELECTIVE I- AUTOMOBILE ENGINEERING	25	10	23
121629	INDUSTRIAL PROJECT & ENTREPRENEURSHIP DEVELOPMENT	25	10	23
121639	PROFESSIONAL PRACTICES-V	50	20	46
TERMWORK	TOTAL	200		175
SESSIONAL	WORK PAPERS			
16005	SESSIONAL WORK	50	0	41
SESSIONAL	TOTAL	50		41
GRAND TOT	AL	850		544

Classification/Grading :-

FIRST CLASS DISTINCTION : 75 % & ABOVE

FIRST CLASS

: 60 % & ABOVE

SECOND CLASS : 45 % & ABOVE Grade: I [64.00]

Date: 29-June-2018

Co-Ordinator

Controller of Examination



STATE BOARD OF TECHNICAL EDUCATION, JHARKHAND **MARKS STATEMENT**

Date: 05-Dec-2018



Reg. No.: 15110120036 of RTC INSTITUTE OF TECHNOLOGY, RANCHI has obtained the following marks in the 6TH SEM - DIPLOMA IN MECHANICAL ENGINEERING EXAMINATION-2018, held in the month of JULY-2018 :-

	NAME OF THE SUBJECT	FULL MARKS	PASS MARKS	MARKS OBTAINED
THEORY	PAPERS			-
122191	MANAGEMENT	100	40	54
122411	DESIGN OF MACHINE ELEMENTS	100	40	57
122421	INDUSTRIAL FLUID POWER	100	40	57
122431	PRODUCTION TECHNOLOGY	100	40	57
122441	ELECTIVE II - ALTERNATE ENERGY SOURCES & MANAGEMENT	100	40	56
THEORY	TOTAL	500		281
ORAL	PAPERS			
122418	DESIGN OF MACHINE ELEMENTS	25	10	23
122428	INDUSTRIAL FLUID POWER	25	10	22
122488	INDUSTRIAL PROJECT	50	20	48
ORAL	TOTAL	100		93
TERMWOR	RK PAPERS			
122419	DESIGN OF MACHINE ELEMENTS	25	10	23
122429	INDUSTRIAL FLUID POWER	25	10	23
122449	ELECTIVE II - ALTERNATE ENERGY SOURCES & MANAGEMENT	25	10	24
122489	INDUSTRIAL PROJECT	50	20	47
122499	PROFESSIONAL PRACTICES - VI	50	20	47
TERMWOR	RK TOTAL	175		164
SESSIONA	AL WORK PAPERS			
16006	SESSIONAL WORK	50	0	45
SESSIONA	AL TOTAL	50		45
GRAND TO	DTAL	825		583

Classification/Grading :-

FIRST CLASS DISTINCTION : 75 % & ABOVE FIRST CLASS

SECOND CLASS

: 60 % & ABOVE : 45 % & ABOVE

GRAND TOTAL	PERCENTAGE	MARKS OF	BTAINED
825	70.67%	58	3
	FIRST CLAS	S	
Vth SEMESTER	850	64.00%	544
AGGREGATE MARK	(S 1675	67.28%	1127
CLASS AWARDED		FIRST CLAS	S

Co-Ordinator

Controller of Examination

No.: SBTE/MIG/6TH/2018/03767

SAME BOARD OF TECHNICAL EDUCATION, JHARKS



MIGRATION CERTIFICATE

This is to certify that Mr/Ms MAHBOOB ALAM

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Son/Daughter of Shri MANJUR ALAM Reg. No.: 15110120036 was a Student of Diploma in

MECHANICAL ENGINEERING branch

from RTC INSTITUTE OF TECHNOLOGY, RANCHI during the Session 2015-18

The State Board of Technical Education, Jharkhand, Ranchi has no objection if he/She takes admission

for higher studies in any Institution inside or outside Jharkhand State

Dated: 05-December-2018 Ranchi

S.B.T.E., Jharkhand, Ranchi WIN GONTH 612 Secretary

No.: SBTE/PASS/6TH/2018/03767

Reg.No.: 15110120036

PASS/6TH/2018/03/0. शिक्षा पूर्वित शिक्षा पूर्वद, झारखण्ड



MAHBOOB ALAM

को MECHANICAL ENGINEERING RTC INSTITUTE OF TECHNOLOGY, RANCHI में डिप्लोमा की उपाधि प्रदान की जाती है। से वर्ष 2018 में उपाधि हेत् निर्धारित पाप्त किया।

नियमों-अपेक्षाओं को सफलता पूर्वक पूर्ण करते हुए इन्होंने FIRST CLASS

आज दिनांक 05 DECEMBER, 2018 को राज्य प्रावैधिक शिक्षा पर्षद, झारखण्ड की मुद्रा अंकित यह उपाधि इन्हे दी जाती है।

STATE BOARD OF TECHNICAL EDUCATION, JHARKHAND

hereby confers the Diploma in

MECHANICAL ENGINEERING

on

MAHBOOB ALAM

with FIRST CLASS having successfully completed the requirements prescribed under the regulations for the award of this Diploma from the RTC INSTITUTE OF TECHNOLOGY, RANCHI in the year 2018. Given this day, the 05 DECEMBER, 2018 under the seal of the State Board of Technical Education, Jharkhand.

Examination Controller

Chairman





Date: 05/12/2021

TO WHOM-SO IT MAY CONCERN

Experience Certificate

This is to certify that Mr. Mahboob Alam S/o Manjur Alam has been worked in our organization (w.e.f.) 01/10/2018 to 30/11/2021 as a "Bodyshop Supervisor"

We found him pretty whatever task we have provided him. He is a confident person. He is professionally sound, hardworking and a devoted staff.

He bears a good moral character

We wish him all success in his future life





Premsons & Poddars Trucking Company LLP

City Sales Office:

4th Floor, Mahavir Complex, Piska More, Itki Road, Ranchi-834005 Ph. 9608800500 E-mail : ranchisales@pptcl.in Tata Road, Rampur (Ring Road Corner) Ranchi-834010 Ph. 9608800500 E-mail : serviceranchi@pptcl.in

