



SRIKANTHA NAYAK

Production Lead/Assistant
Production Manager



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Dubai, UAE



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EDUCATION

EMBA - OPERATIONS MANAGEMENT

OCT 2019 - DEC 2020

INDIAN INSTITUTE OF BUSINESS
MANAGEMENT & STUDIES IIBMS

DIPLOMA IN MECHANICAL ENGINEERING

JULY 2005 - MAY 2008

DR. T.M.A. PAI POLYTECHNIC

WEBSITES & SOCIAL LINKS

LinkedIn:

h5p: /linkedin.com/in/srikantha-n ayak-
591276a3

DRIVING LICENSE

Driving license category **UAE, India**

ABOUT ME

Offering 7 year's of UAE & 4 year's Indian experience with expertise in driving production operations, increasing productivity and consistently improving quality, lean manufacturing, fulfillment production support and production planning that meet customer requirements and achieve quality, safety and cost targets. Professional with strategic vision and leadership skills that drives operational processes, efficiency

WORK EXPERIENCE

Production Lead

WORKZ GROUP / 2012 - 2020

Joined as Supervisor; promoted as production lead supervisor in Dec'13 WORKZ is an ISO 9001: 2015 &

ISO 27001 Certified leading provider of Recharge Cards, SIM Packaging, Promotional Items, Value- Added Services (like Scratch Card Printing with high level scratch card security, SIM packaging)

Reporting to Factory Operation Manager; Team Size: 300 workers

- Developing & implementing production plans and ensuring timely accomplishment of production targets for meeting projects deadlines.
- Participate in various activities related to safety, quality, productivity, innovation, information and data security, supply management, marketing, people management, HR and other delivery.
- Implementing measures to achieve substantial reduction in terms of cost and energy consumption; allocating staff to specialized departments.
- Managing quality of raw materials, work in progress & finished goods using latest quality concepts such as 6S.
- Support sales department deliver successful customer projects
- Eliminating wastage & losses in manufacturing by training staff on lean manufacturing techniques and through audits
- Coordinating with logistics and procurement team for materials/shipments.
- Undertaking regular inspections in order to prevent accidents and ensure adherence to safety norms; conducting process audits & implementing modifications for improving operational efficiency.
- Updating regularly to Management on production output.
- Conducting regular team meetings to discuss on production reports to analyze and implement the action plans.
- Identified areas of improvement by conducting performance reviews.

Warehouse responsibilities (Additional responsibilities taken for 3 months)

- Maintains receiving, warehousing and distribution operations by initiating, coordinating, enforcing program, operational and personnel policies and procedures.
- Provide materials, equipment and supplies by receiving, warehousing of raw materials and finished stock
- Keep a clean and safe working environment and optimize space utilization
- Inventory level controls and checks by conducting physical counts; reconciling with system / finance teams

SKILLS

- Production Planning & Control
- Analysis of repetitive problems
- Process improvement and development
- Post Production Operations
- Production Fulfilment
- Reliable and flexible
- Wrapping & Packing Operations
- Inventory management
- Quality Control
- Waste Elimination
- Team Building & Leadership
- Labour control
- Factory Management
- Warehouse Management

LANGUAGES

- English
- Hindi
- Kannada

PERSONAL DETAILS

Date of birth: 25/03/1988

Nationality: Indian

Visa status: Spouse
10/02/2023

Marital status: Married

APPLICATION SKILLS

- Operating System: Windows, Android
- Microsoft Office: Word, Excel, PowerPoint
- ERP system: NetSuite, IFS

- Report any discrepancies
- Communicate and cooperate with supervisors and coworkers
- Operate and maintain warehouse vehicles and equipment
- Any other duties which from time to time may be required from within this role

Production In charge

MCT CARDS & TECHNOLOGIES PVT LTD / 2008 - 2012

- Accomplishes manufacturing staff results by communicating job expectations; planning, monitoring, and appraising job results; coaching, counseling, and disciplining employees; initiating, coordinating, and enforcing systems, policies, and procedures.
- Maintains work flow by monitoring steps of the process; setting processing variables; observing control points and equipment; monitoring personnel and resources; studying methods; implementing cost reductions; developing reporting procedures and systems; facilitating correction's to malfunction's within process control points; initiating and fostering a spirit of cooperation within and between departments
- Completes production plan by scheduling and assigning personnel; accomplishing work results; establishing priorities; monitoring progress; revising schedules; resolving problems; reporting results of the processing flow on shift production summaries.
- Maintains quality service by establishing and enforcing organization standards.
- Resolves personnel problems by analyzing data; investigating issues; identifying solutions; recommending action.
- Maintains safe and clean work environment by educating and directing personnel on the use of all control.

ADDITIONAL TRAINING AND QUALIFICATION

- Two weeks machine training on CMI 2000 – CNC Programmed Milling Machine organized by Chanwanich Security Printing (CSP) - **Bangkok, Thailand**
- Accomplished “Leadership effectiveness” training for managers conducted by “informa”
- Lean Six sigma Green belt certification by Simplilearn
- Procurement, Planning, warehouse management certification by disasterreddy.org

DECLARATION

I solemnly declare that all the above information is correct to the best of my knowledge and belief.

Place: Dubai UAE

Srikantha Nayak