** PRAVEEN**

S/o Mr. Wazir Singh

298, Ashok Vihar

Azad Nagar, Hisar

Haryana-125001

8650110610

praveenkumarkharb@gmail.com

**CAREER OBJECTIVE**

 Seeking an environment that offers challenges, continuous learning, stimulates creativity & originality while boosting professional growth.

 **WORK EXPERIENCE**

Graduate Apprentice Trainee at **Q.H.TALBROS LTD** since 2nd may 2016

 *QH Talbros Limited* is a leading Auto Ancillary unit manufacturing Steering & Suspension Components for four wheelers.The company came into operation in the year 1986. The cliental of the company comprises of *Maruti Udyog Ltd., Tata Motors, Mahindra & Mahindra, Ashok Leyland* to name a few.

 **JOB RESPONSIBILITIES**

* Preparing incoming inspection standard and sampling plan as per IS 2500.
* Prepare and updating DOL list on monthly basis.
* Inspecting various types of incoming materials in the company.
* Coordinate for immediate containment actions for supplier quality issues.
* Coordinate with all suppliers for onsite reworks / segregation and maintain data.
* Participate in rejection / scarp review meeting and monitor skill versatility matrices of the incoming inspection team members.
* Responsible for distribute job responsibilities to team members to resolve issue based urgency of internal & external customers.
* Conduct 5-S, PPAP, Layout, 8-D, Supplier Audits, Handling customer complaints.

**EDUCATIONAL QUALIFICATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **COURSE** | **COLLEGE** | **BOARD/UNIVERSITY** | **YEAR** | **PERCENTAGE** |
| B.Tech (ME) | Graphic Era University, Dehradun | Deemed University | 2011-15 | 66.6 |
| Intermediate | Godwin Public School, Meerut | CBSE | 2011 | 63.5 |
| Matriculation | Army Public School, Meerut Cantt | CBSE | 2009 | 80.2 |

**SUMMER TRAINING EXPERIENCE**

* Project Title : Study of Basics of HMT Machine Tools.

 Organization : HMT Machine Tools Ltd, Pinjore (Haryana).

 Designation : Trainee.

 Period : 4 weeks.

* Project Title : Study of Diesel Engine.

 Organization : Uttarakhand Transport Corporation, Dehradun.

 Designation : Trainee.

 Period : 4 weeks.

**ACADEMIC PROJECT UNDERTAKEN:**

* Four Wheel In-Phase & Counter-Phase Steering System
* Power Generation by Speed Breaker

**COMPUTER SKILLS**

* Basic knowledge of MS Office Tools like Powerpoint,Word,Excel,etc
* Basic knowledge of Internet & its use.
* Understanding of operating systems, Windows 2000/NT/XP configuration options and troubleshooting
* Basic knowledge of software like solid works, CNC programming,

**ACHIEVEMENTS**

* “Bharat Scouts & Guides” certified candidate.
* 2 years “Full Attendance” certified candidate.
* Scored a city level rank 184 in aptitude test “Matrix”.

**HOBBIES**

* Reading Newspaper, Magazine etc
* Travelling
* Watching Television

**EXTRA CURRICULAR ACTIVITIES**

* Volunteer in college/school fests.
* Experience in HMT Tractors Ltd, Pinjore.

**STRENGTHS**

* Good Grasping and learning skills.
* Optimism, patience, punctuality, leadership.
* Positive attitude towards problem solving.
* Willingness to learn and Enthusiastic in team work

**PERSONAL DETAILS**

Date of birth : 17th April 1993

 Father’s name : Mr. Wazir Singh

 Mother’s name : Mrs. Kelo Devi

 Languages Known : English, Hindi.

**Date :**

**Place:** Gurgaon

**Praveen**