

SAJIN J ADAI

DOB: 28-09-1994
Languages: English, Malayalam.
Kottayam, Kerala

Mob: +91-8547971332, +91-7356740509
E-Mail: sajinjadai@gmail.com
Marital Status: Single



Profile :-Detail-oriented Production Officer with Experience and strong working knowledge of the industry. Friendly team leader eager to provide innovative process & product development, who always goes the extra mile for the job.

WORK EXPERIENCE

- **Production Officer :- Metro Paints and Coatings Pvt Ltd.**

(2018 -)

- o Coordinate and monitor whole production process in shift to achieve planned production volumes and quality with maximum utilization of resources.
- o Ensure minimum interruptions in process by coordinating with support functions like maintenance, quality control, ware house.
- o Provide all relevant EHS information and trainings to workmen at beginning of shift work and as per schedule & follow plant specific EHS requirement namely plant start up and shut down, work permit and discipline
- o Develop Operating instructions for all the process and carry out risk assessment along with workmen and other relevant personnel.
- o Report all the reportable accidents and Incidents which are occurred at shopfloor, to the responsible people in accordance with guidelines and help the investigating team in deriving root cause and implement the action items at shop floor.
- o Implement and encourage workforce to propose innovative ideas to help increase productivity.
- o Entering & Maintaining production data in Microsoft Excel and Tally ERP.
- o Follow up with material department for low stock items.
- o Performs other Duties as assigned.

SKILLS

Leadership

Time management

Communication Skill

Scientific Skills

Flexibility

Business Process Involvement

Analytical skills

Vendor management

EDUCATIONAL QUALIFICATION

2013-2016	SB College, MG University	B. Sc. Chemistry 60%
2011-2013	Sacred Heart Higher Secondary School	Higher Sec. 72% CBSE
2011	Eden Public School	10th 76%

ADDITIONAL QUALIFICATIONS

- Certificate Course in Chemistry and Technology of Rubber and Plastic processing

PROJECTS AND INTERNSHIPS

- DENSITY FUNCTIONAL THEORY STUDIES ON THEIR IR SPECTRA OF SOME ALCOHOLS AND PHENOLS
 - To study the physical and chemical behaviour of Alcohol
 - To examine the acidic and basic property

DECLARATION

I hereby declare that the above mentioned statements are true and correct to best of my knowledge and belief.

Place:

SAJIN J ADAI

Reference

Technical director
P. I Itty Ipe
Metro Paints and Coating Pvt ltd
76 A development Plot
South kalamassery
Ernakulam
+91-9249572101

Identity Details

- **Passport Number:** S6910213
Date of Issue : 20/08/2018
Date of Expiry : 19/08/2028
Place of Issue : Cochin.