

Suraj Tickoo

Objective	To work in the field of Project Management to meet challenges for growth and development of an organization
Experience	<p>Sept 2009 – Till Date Siemens Ltd, Gurgaon</p> <ul style="list-style-type: none"> ▪ Executed multiple projects of all major state electricity boards, Public Sector Units and private customers Project management & execution of Energy Automation Products ▪ Responsible for end to end execution of project starting from input collection, designing, customer approvals, procurement, manufacturing, customer inspections, dispatches, site installations including civil & mechanical jobs, commissioning, customer takeover and project warranty ▪ Material procurement and inventory management for multiple projects to optimize the project cost and manage the cash flows of business unit ▪ Contract analysis for cost, scope, risks and opportunities with all the stakeholders ▪ Project progress review and reporting to stakeholders including senior leadership and customer ▪ Responsible for quick turnout of finished inventory from factory to earn the revenue as per the plan ▪ Manage changes to the project scope, schedule and costs using appropriate techniques in order to keep the project plan accurate. ▪ Knowledge of SAP <p>Feb 2008 – Aug 2009 BL Life Sciences Pvt. Ltd. Okhala (INDIA)</p> <p>Engineer – Projects</p> <ul style="list-style-type: none"> ▪ Handling the execution of projects including interaction with customers & suppliers. ▪ Working together with Purchase department for New Vendor development & training. ▪ Responsible to handle & monitor all product requirements for projects. ▪ Preparation of Project Management & Engineering documents for projects ▪ Communication with customers for project drawing approvals. ▪ Handling the Internal & external ISO & CE Audits. <p>Sept 1997- Feb 2008 Eastern Medikit Limited Gurgaon (INDIA)</p> <p>Engineer – Quality Control</p> <ul style="list-style-type: none"> ▪ Lead and Manage a workforce of Quality Control Inspectors. ▪ Knowledge & Design of Injection moulding. ▪ Implementation and maintaining of calibration system in organization. ▪ Implementation and maintaining of validation system in organization. ▪ To implement and maintain Quality system as per requirements of ISO 9001-2000 and CE marking. ▪ To coordinate with design and development section in connection with development of new products.

Education	1993-1996 J&K Technical Board Jammu & Kashmir ▪ Three years Diploma in Mechanical Engineering.(Grade I) ▪ Advance Diploma in AUTO-CAD.
Interests	Running, Gardening.
Skills	▪ Certified ISO Auditor for Project Management (ISO 9001-2000 certified auditor by Nathan and Nathan consultants).

Place: New Delhi
Date: 26-July-20

(Suraj Tickoo)