



VIVEK KUMAR

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EDUCATION 2016-2018

RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY
MBA GPA: 7.67 (First year)

2010-2014

CT INSTITUTE OF ENGINEERING MANAGEMENT & TECHNOLOGY (P.T.U JALANDHAR)

B. Tech (Mechanical Engineering) Percentage: **71.30% (Distinction)**

One among 3 students of the batch who got distinction.

2007-2009

12th from Jesus & Mary Academy (C.B.S.E), Darbhanga

Percentage: 62.6%

2006-2007

10th from Jesus & Mary Academy (C.B.S.E), Darbhanga

Percentage: 72.4%

Skills and Other Information

- An enthusiastic, dynamic professional experienced with strong analytical, problem solving, multitasking and strategic planning skills with and expertise in optimisation of operation, comprehensive knowledge of financial analysis (Ratio analysis), balance sheet, income statement and cost cutting.
- Portfolio analysis, Microsoft Excel, SPSS-24.0, R analysis, Tally ERP9.

WORK EXPERIENCE

Summer Internship (IRM Energy Pvt. Ltd., Apr-June 2017)

○

Project title: Different Business Aspects of CGD Business

Project Description: The objective of the internship is to study the steel industry of Fatehgarh Sahib (Steel Town of India) to better understanding of the industry and plan accordingly to penetrate the industry with PNG. Primary survey for the industrial sector and segment the market on basis of types of fuel uses and type of industry, also estimate the equivalent natural gas demand for all segment with ramp up period, calculate the feasibility of different types of industry to convert to PNG. Identify the location for opening of Daughter Booster CNG Station on existing OMC RO. Proposed MDP pipeline route for phase-1 for industrial segment.

Maintenance In-Charge (Goel Roadways for Prism Cement Limited May 2014 - June 2016)

○ **Work Description:**

- Preventive & Breakdown Maintenance of the HEMM and Tipper used for mining operation. Assign team to attend the breakdown & preventive maintenance and ensure the minimum breakdown of machinery.
- Procurement and inventory management of spares for the stores.
- Keeping record of all the related paper of HEMM and tipper and ensure the timely renewable of Insurance, fitness and permit.
- Make the special report formats for preventive maintenance and warning for renewable of related paper of HEMM and Tipper.
- Manage the ledger of supplier and sub-contractor and process the payment of both.
- Handling of cash and updating cashbook.

○ **Achievement:**

- Reduce the average inventory of about 40Lac to 25Lac.
- Reduce the limestone per ton fuel consumption from 0.4Ltr to 0.35Ltr.
- Reduce the breakdown of HEMM and Tippers.
- Manage the manpower of about 200 on site.
- Optimize the manpower at the time of cost cutting.

○ **Leadership Role**

- Manage the manpower of maintenance team.
- Handle the charge of Project Manager and manage the site during his absence.
- Set up of new site at Katni for new project of Iron ore transportation.
- Class representative during all 4year of B.Tech.

Honours and Awards

- ❖ Was awarded distinction in B.Tech.
- ❖ Scored 94%ile in NIIT IT Aptitude Test 2013