

CURRICULUM VITAE

PRADEEP SHARMA
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EXECUTIVE SUMMARY

Strategic Project Management professional with an **amalgam of Engineering, Law and Management qualifications** who deploys participative management style in fast-paced, diverse workforce and cross-functional domains. Energetic, driven, and accomplished Project Manager with a track record of success in managing complex EPC, IT modernization and system integration projects both in Core Engineering Management as well as in IT domain. Devises strategies to align multiple disciplines, coordinating efforts between business groups and driving complex systems integration for robust, high-quality systems that solve business problems and provide business results.

CAREER OBJECTIVE

To indulge myself in the challenging and responsible field of research, technological and corporate world, applying my personal skills and ideas to the best of my ability. Looking for a challenging career, where there is scope of demonstration, always on the lookout for a positive and bigger outlook.

CORE COMPETENCIES

- Large-Scale Project Management
- Risk Management & Risk Mitigation
- Analytical Problem-Solving Abilities
- Strategic Planning & Tactical Execution
- Business Continuity & Systems Security
- Budget Management & Cost Containment
- Leadership & Performance Enhancement
- Team Collaboration, Coaching, & Motivation
- Manpower Management & Resource Allocation
- Technical Bid Analysis & Contract Management
- Client Liaising & Contract Management
- Procurement & Supply Chain Management

PROFESSIONAL EXPERIENCE

Total Experience: - 15.9 years

- Global Excellence Group || General Manager – Project Management || 01st June 2022 – Till Date
- Envirotech Overseas Limited || Advisor & Project Manager || 01st August 2008 – 31st May 2022
 - ❖ ET Envirotech Overseas Pvt Ltd || Advisor & Project Manager – PMLC || 01st August 2015 to 31st May 2022
 - ❖ ET Envirotech Overseas Pvt Ltd || Project Manager – EPC || 01st August 2009 to 31st July 2015
 - ❖ ET Envirotech Overseas Pvt Ltd || Field Application & Planning Engineer || 01st November 2008 to 31st July 2009
 - ❖ ET Envirotech Overseas Pvt Ltd || Site Engineer – EPC || 01st August 2008 to 31st October 2008
- Acme Telepower Limited || Engineer || 09th July 2007 – 31st July 2008
 - ❖ Acme Telepower Limited || Engineer – Purchase & Process Engineering || 01st July 2008 to 31st July 2008
 - ❖ Acme Telepower Limited || Graduate Engineer Trainee – Purchase & Process Engineering || 09th July 2007 to 30th June 2008

Value of Projects Handled

Total Value of Projects and Works Handled so-far is INR 1170 Cr.

AREAS OF SPECIALIZATIONS

Field of Specializations

- Passive Energy Infrastructure
- Water & Wastewater Management
- Integrated Solid Waste Management
- Manufacturing (Fabrication & Assembly)
- Chemical & Batching Plant Operations
- Oil and Gas

Functional Specializations

- Production Engineering (SOPs & PPC)
- Industrial Process Engineering (OEM)
- IT Software Implementation & ERP
- Human Resource & Legal Compliances
- Process Excellence & Quality Assurance
- Piping Design, Engineering & Rehabilitation

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Project Management Professional with over 15.8 years of experience in Manufacturing, EPC, and IT sectors.

B. Tech (Mechanical Engineering) LLB
M. Tech (Mechanical Engineering) MBA (HR & Marketing)

DETAILED PROFESSIONAL EXPERIENCE

- Currently working as a **General Manager** with Global Excellence Group, New Delhi. **(1st June 2022 – Till Date)**
- **About current Organization:** - Global Excellence Group is having a flagship company Lion Services Limited, where Integrated Solid Waste Management Projects and Facility Management Services related projects are handled under MS & FMS divisions. Incumbent is associated with Lion Services Limited under MS division
- **Functional Area:** -**Project Monitoring and Control, Contract Management and Liaising, Process improvement, Purchase and Procurement, Supply Chain Management, Strategic Sourcing, Project Management.**
- **Job Responsibilities:** -
 1. Heading Project Monitoring & Control, thereby rendering instrumental support in design and policy framework for the company in Integrated Solid Waste Management Process viz D-T-D, Mechanical & Manual Sweeping etc.
 2. Worked as a Project Head for Chandigarh City Mechanized and Manual Sweeping Project across various sectors of the city from June 2022 to January 2023 (details enclosed).
 3. To earn the performance (value) of the project, manufacturing, and operations for the expected cost.
 4. To achieve the net project, cash flow as the defined expectations, achieving of the required safety, health, and environment standards. Regular and timely reporting of the project progress to the sponsors.
 5. Proactively manage foreseen project and cost risk, mitigating as necessary.
 6. Managing changes to the project without unduly affecting the stated objectives and benefits. Develops SOPs for every department to streamline the process flow while maintaining Quality Standards.
 7. Preparation of Daily Progress Report (DPR) & MIS reports upon material movements and logistics. Leads work with other EPC functions to understand how project execution approach changes and improvements impact estimate development and assumptions in area of specialization.
 8. Preparation of Service Level Agreements (SLAs) for Cyclic Orders with Vendors as well as decision making policies. Implementation and Data Integration of Software with the clients for their ICCO offices as per Contract.
 9. Perform relationship management with internal business unit partners to introduce and stabilize new corporate policies and processes for vendor management, purchase, and procurement. Leads estimate development in areas of specialization including quantification, pricing, escalation, risk, contingency. Review and recommend contingency ranges and escalation rates to be presented to the project team.
 10. Prepares and provides guidance in the preparation of proposal cash flow models and working capital analysis.
 11. Coordinating statutory audit for complete Inventory Control across Manufacturing Plant Stores and Site Stores as per the locations with complete inventory worth INR 18 crores.
 12. Generates and retrieves estimate reports in the appropriate software application, understands and summarizes the data in the required presentation for management reviews.
 13. Prepares cost studies utilizing historical data, statistical analysis and cost and quantity comparisons related to Fleet Management and Asset Management.
- **Technical Hands-on:** -
 - a) Analyses the principles of Life-Cycle costing, cost in use, and operating costs and ability to undertake a Net Present Value (NPV) analysis.
 - b) Figuring out monthly Store Operations Inventory Controls and assigning ratings to the different stores and warehouses for PAN India.
 - c) Preparation of Engineering Changing Notes (ECNs) for the existing Engineering Changing Requests (ECRs) related to Item details and specifications during Product Development and current assembly of existing products in the Manufacturing Units.

- d) Cycle Time Analysis of the Logistics Operations during shipment of Goods and Inventory from one location to another for PAN India.
- e) Designing of Warehouse Layouts and Site Stores for storing raw materials and finished goods for achieving logistics efficiency rates measured by evaluating logistics cost, delivery speed, reliability, inventory management, logistics effectiveness, and customer service.
- f) Vendor Management and New Vendor Development to build successful business partnerships and drive smart growth across the organization.

• Worked with **ENVIROTECH OVERSEAS LTD., New Delhi** from Aug 2008 to May 2022 (**13 Years & 10 months**)

❖ As an **Advisor & PROJECT MANAGER – PMLC** (01st August 2015 - 31st May 2022)
with ET Envirotech Overseas Pvt. Ltd., New Delhi for PAN India Locations (**6 Years & 0 months**)

• **Job Responsibilities: -**

1. Coordinating, Controlling & Monitoring of Entire Project Management Life Cycle with managing risks incurred in various phases of the Projects while leading every vertical of organization.
2. Prepares non-manual, distributable or contractors indirect cost estimates, developing basis for temporary facilities, miscellaneous construction services, construction tools and equipment, non-manual staffing, startup services, payroll taxes and insurance, camp facilities and operation, and other field costs.
3. Coordination & Plan discussion with Government/Public department officials (clients) for next phase of projects in MOM as per detail drawings via BOM along with Internal Project Stakeholders.
4. Billing and Maintenance for the work completed in phases as per BOQ & Contract Agreement.
5. Collect and interpret procurement data including cost analysis reporting, Benchmark spend, RFP data and return on investment for site and manufacturing unit warehouses.
6. Establish analyses and optimize the business's procurement strategy ensuring alignment with business goals.
7. Providing support to the Contract Management team to enable the administration and commercial contracts and subcontracts in accordance with company policies and procedures applicable laws and customer requirements.
8. Costing for new projects and establishing new business opportunities along with commercial team and Finance department.
9. Bid preparation and submission of tender bids with contract department along with requisite paper and submission formalities while forecasting related raw materials prices and escalations with vendors and suppliers.
10. Headed HR along with Projects and thereby lead manpower management and need analysis for new staff sourcing, thereby managed a total manpower of 625 persons (on company payroll).
11. Implementation of software for HR Payroll, ERP and Project Management to ensure Process Excellence and Quality Assurance as end results.

Technical Hands-on: -

- a) Project and Production plan creation along with Gantt Chart study via Project Management software.
- b) Creation of Standard Operating Procedures for streamlining site and manufacturing operations.
- c) Designing & define e-procurement processes with digital transformation initiatives via managing organization's procurement policy. Responsible for the administration of network and server infrastructure within all departments, planning of technology projects, managing our team of IT professionals, implementing technology security and the execution of all technology-related tasks and initiatives.
- d) Billing and Maintenance for the work completed in phases as per BOQ & Contract Agreement.
- e) Ensure to complete pipe component and run detailed drawings as necessary. Develop preliminary Bills of Materials with respect to piping design. Administer technically to outsource function as required.

❖ As **PROJECT MANAGER – EPC** (01st August 2009 - 31st July 2015)
with ET Envirotech Overseas Pvt. Ltd., New Delhi for PAN India Locations (**6 Years & 0 months**)

• **Job Responsibilities: -**

1. Creating submission Project Plan while liaison with clients and site team managers.

2. Managing and Controlling Project Commercials while coordinating with procurement and construction teams.
3. Site execution of all the Project Deliverables strictly in adherence with the tender documents and as per the client's requirements. Managing Large Scale Under Ground Pipeline Projects (Oil & Gas) via HDD execution process.
4. Production Plant Layouts and Materials Management with the Plant Operations Team.
5. Leading a complete team of Site Managers, Engineers, and Supervisors in accordance with achieving the project targets & billing of works executed in phases.
6. Proactively managing the chemical mixing and batching plants during the lining and operations processes at the site.
7. Site Purchases and Procurement of essential critical products for project execution while managing the entire ERP software with site store teams.
8. Incorporation of extra items in the Project BOQs as per the client instruction and thereby managing the execution for the same. Manages the development of estimates from inception to completion. Leads the estimating team in executing the estimate.
9. New Project Developments at the sites along with the client liaison where the incubatory phase of the project is executed.
10. Exploration of new Project avenues in wastewater management and energy sector.

Technical Hands-on: -

- a) Design Calculations of entire Pipe Lining Projects (Open Cut, CIPP lining, Pipe Bursting, HDD, etc.)
- b) Preparation of Billing Break-up of Sewage and Wastewater Treatment Plants as per the Manuals and work order (Contract Agreement Specifications)
- c) Vendor Management and Development for off-loading the site construction and treatment plants development activities.
- d) Pipelines stringing and welding processes for HDD works and Open Cut Processes in Oil and Gas. Preparation of P&IDs, Layout, Drawings properly while coordinating with vendors as required.
- e) ERP management and implementation across the manufacturing and sites for management of smooth operational processes across organization
- f) Implementation of monitoring software for integrated projects with the client's ICCC (Integrated Command and Control Centers) while managing Big Data with the aid of IT team.

❖ As a **FIELD APPLICATION & PLANNING ENGINEER – EPC** (01st November 2008 - 31st July 2009)
with ET Envirotech Overseas Pvt. Ltd., New Delhi for PAN India Locations **(0 Years & 9 months)**

• **Job Responsibilities: -**

1. Preparation of Project Plans as per the directions of Site In charge and Project Manager. Purchases and Procurement of Raw materials used for Chemical mixing and Pipeline services.
2. CCTV inspections of the pipelines pre and post rehabilitation works. Preparation of AutoCAD Drawings for Pipe Layouts and detailing related to the same.
3. Collection and analysis of the shortage data from the site stores and Manufacturing units for procurement planning.
4. Execution and Installation of CIPP lining process during the rehabilitation of sewage lines while leading a team of 120 manpower. Boiler operations and maintenances used for the curing of Pipelines after the installation of pipelines via CIPP techniques,
5. Managing the DPR for cleaning, and sludge movement during desilting of pipelines.

Technical Hands-on: -

- a) Fabrication and Welding Processes of Pipes, Pipelines Stringing, Mechanical Equipment's, and Sheet metal works.
- b) Project Management Plan Preparation in MS Projects, and generating CPM and Gantt Charts for review.
- c) Stores audit and preparation of shortage reports.
- d) Vendor review meetings for maintenance of proper procurement processes.
- e) Creation of Purchase Orders as per the Purchase Request from stores after negotiating with the vendors as per RFQ.
- f) Maintaining RFQ terms and conditions during the purchase processes.

❖ As a **SITE ENGINEER – EPC**
with ET Envirotech Overseas Pvt. Ltd., New Delhi for NCR Location

(01st August 2008 - 31st October 2009)
(0 Years & 3 months)

• **Job Responsibilities: -**

1. Site management and daily site execution processes with the total work output at the site
2. Plan preparation for shifts and execution after approval from engineer in charge and site in charge
3. Preparation of Daily Progress Reports and monthly MIS for the total execution of work.
4. Distribution of work phases as per the contract agreement.

Technical Hands-on :-

- a) Drawing Detailing as per the topographical surveys
 - b) Preparation of Part Drawing Layouts in AutoCAD.
 - c) Submission of Pipe Inspection Reports and maintaining the data for the same.
 - d) Parts identification and procurement of mechanical equipment.
 - e) Assembling Conveyors and Set-up Batching Plant with the technical team.
 - f) Calculation of chemicals required for pipelining processes.
- Worked with **ACME TELEPOWER LTD., Gurugram** (9th July 2007 to 31st July 2008) (01 Years & 0.7 month)
- ❖ As a **ENGINEER – PROCESS ENGINEERING** (1st July 2008 to 31st July 2008)
with ACME TELEPOWER LTD., Gurugram & Rudrapur (0 Years & 01 months)
- ❖ As a **GRADUATE ENGINEER TRAINEE – PROCESS ENGINEERING** (9th July 2007 to 30st June 2008)
with ACME TELEPOWER LTD., Gurugram & Rudrapur (0 Years & 11.7 months)

• **Job Responsibilities: -**

1. Process and Inventory Control by optimization of Cycle time across production lines in manufacturing plant.
2. Business Development of Cold Chain Vertical via technical procurement and strategy.
3. Materials Management through Stores Inventory via collection go shortages.
4. Plant Layouts processes along assembly and sub assembly areas.
5. Local Purchases related to the plants criticality as subjected to utilities, plant mechanical equipment maintenances.
6. Identifying the low production areas and developing new techniques to enhance efficiency.

Technical Hands-on :-

- a) Industrial Plants Layouts for Assembly and Sub Assembly areas via AutoCAD.
- b) Inventory Management of Plant Stores through A,B C analysis.
- c) ERP management of procurement process through software.
- d) Preparation, Submission and Pursuance of ECR/ ECN requests.
- e) Aiding PPC department to streamline the purchases and procurement processes.
- f) Elemental Cycle Time Evaluations of Production and Logistics departments.

Achievements/Projects Completed: - (Enclosure attached)

PROFESSIONAL QUALIFICATION

- Passed B.Tech. in **Mechanical Engineering**, from Skyline Institute of Engineering and Technology, Greater Noida, affiliated to **Uttar Pradesh Technical University, Lucknow**, in the session 2003-2007 with **70.34%**.
- Completed PGDPDE (**Post Graduate Diploma in Piping Design and Engineering**) from **MIT, Pune** in the session 2009-2011 with **72%**.
- Completed **LLB** from Meerut College affiliated to CCS University with **55.2%** in 2013.
- Completed M.Tech. (**Mechanical Engineering**) from MDU, Rohtak in 2015 with **71.8%**.
- Completed **MBA in HR and Marketing** from RIET, Meerut affiliated to AKTU, Lucknow in 2018 with **68.72%**.

ACADEMIC QUALIFICATION

CLASS	BOARD	INSTITUTE (NAME & PLACE)	YEAR OF PASSING	PERCENTAGE OF MARKS
10 th	I.C.S.E.	S.T.E.M.S., Meerut	2000	69.6%
12 th	C.B.S.E.	Dewan Public School, Meerut	2002	78.8%

ADDITIONAL QUALIFICATION

AUTO-CAD - 2019, Solid Works - 2018, Ansys-2011, ERP SYSTEM with RAMCO VIRTUAL WORKS, SPECTRUM ERP, MS PROJECTS 2010, MS OFFICE.

Certifications and Recognitions

- Supply Chain Management Certification from KAIST (Korea Advance Institute of Science & Technology) in collaboration with Coursera during July 2020
- Natural Gas Natural Gas Certification by University of Buffalo and State University of New York in collaboration with Coursera during June 2020
- AutoCAD Certified Professional from Autodesk in collaboration with Coursera in July 2020.
- CSWA (Solid Works) from Dassault Systems in March 2020 [International Certification]
- CSWP (Solid works) from Dassault Systems in September 2020 [International Certification]

PERSONAL PROFILE

Father's name: Mr. M. C. Sharma
Mother's name: Dr. Pushpa Sharma
Permanent Address: A-47, Shastri Nagar, Meerut (U.P.)-250004
Phone no.: 0091-0121-2766963
Date of Birth: 06-10-1985
Gender: Male
Marital Status: Married
Strength: Punctual, Patience, Energetic, Optimistic.
Nationality: Indian
Passport No.: N7073559

ABOUT MYSELF

I am optimistic person and having a straightforward approach towards life. Making friends is my habit. Sharing of joy increases it many folds while sharing of sorrows rekindles the sagging spirit. Being an engineering professional possesses an ability to think and make decisions over different situations whenever they arise at every sphere of working atmosphere.

DECLARATION

I hereby declare that the above information is true to the best of my knowledge.

DATE:

PLACE:

PRADEEP SHARMA

Enclosure attached: -

1. Major Projects Completed / Achievements

ENCLOSURE :- Achievements/Projects Completed**List of Major Projects completed along with keen responsibility and competency
From Latest to Earliest**

S. N.	NAME OF THE PROJECT	CLIENT	DURATION OF THE PROJECT (D.O.C.)	PROJECT VALUE	ROLE	COMPETENCY	REMARKS
1	GIS-based Mechanised and Manual Sweeping of selected roads in southern sectors of Chandigarh	Municipal Corporation, Chandigarh	36 months	180 Cr	Project Head	Project Management	Implementation of GIS-based software with HR Management
2	HDD works for Haridwar Rishikesh Dehradun pipeline project (ganga canal crossing at chainage 8.338 km, 3 crossings at chainage 10.659/11.098/ 11.307 km, Motichur Rao river crossing at chainage 17.091 km)	GAIL INDIA	12 Months	68 Cr	PMC and Project In charge	Project Management	Working through MGBE in HDD works.
3	Rehabilitation of Peripheral Sewer Lines in Delhi"(Contract 6) "Rehabilitation of Peripheral Sewers of Dia 450---1200 mm by CIPP structural lining Method in Uttam Nagar, Paschim Vihar, Saraswati Vihar, Moti Nagar, & adjoining areas in West-North West Delhi	Delhi Jal Board and TTI	24 Months (June 2017)	102 Cr (INR)	Project Director and Lining Expert	Project Planning, Costing and Structural Design of CIPP Lining	Working through Michigan Engineers Pvt. Limited. Pre-bid costing of the project
4	Design and Installation of CIPP Structural lining system as per WRC/ASTM	UP JAL NIGAM, GZB.	24 months (December 2016)	27 Cr (INR)	PMC and Lining expert	Project Management and Structural Design of CIPP Lining	Working through Ashwath Quippo Pvt. Ltd.
5	Tender for Desilting of sewer line by super sucker machine/mechanical device/sewer cleaning machine with annual maintenance at IA jagdishpur Distt Amethi	UPSIDC	12 months (May 2015)	1.2 Cr (INR)	PMC	Contract Management	Work Completed
6	A/R M/O to Govt. Buildings under Sub Division M-1313 at Ranjeet Nagar, New Delhi. SH:- Laying and Cleaning of sewer line and manholes by super sucker machine	CPWD	12 months (March 2016)	1.8 Cr (INR)	PMC	Contract Management	Work Completed
7	EPC to build 10 MLD	L & T	60 months	702 Cr	PMC	Preparation of	Ongoing

	with two streams of 5 MLD each in the current phase of Dholera City, Gujarat		(October 2016)	(INR)		technical specification documentations as per BOQ	
8	Assessment of the existing Water supply infrastructure, which includes Intake wall Pump house, Rising mains, Gravity mains, Water treatment plant, Reservoirs, Distribution mains network, Capacity assessment of the existing water supply system infrastructure, Capacity assessment of the existing water supply network & Sewer rehabilitation work	Nagloi Water Treatment services, New Delhi	36 Months (January 2014)	42 Cr(INR)	PMC	Network Design, Costing, Manpower Calculations. Contact Preparations	Worked in association with veolia water technologies as a freelancer consultant
9	Supply, Erection & commissioning of STP plant (1.5 MLD plant with SBR technology), for N k G infrastructure at New Delhi.	NKG Infrastructure	24 months	4.2 Cr(INR)	PMC	Billing Breakup and Third party inspection, drawing detailing	Currently handling
10	Supply, Erection & commissioning of STP plant (800 KLD plant with MBBR technology), For Arihantarden at Noida.	Arihant Arden	15 months	2 Cr(INR)	PMC	Billing Breakup and Third party inspection, drawing detailing	Currently handling
11	Supply, Erection & commissioning of STP plant (400 KLD plant with MBBR technology), & 20 000 LPH RO For Human Care, Hospital at Delhi.	Human Care Hospital	10 months	0.8 Cr(INR)	PMC	Billing Breakup and Third party inspection, drawing detailing	Currently handling
12	Supply, Erection, Installation & commissioning of ETP plant (200 KLD ETP plant with MBR technology), 2 Nos. RO (1 No. 17000 LPH & 1 No. 10000 LPH) & 2 Nos. Nano Plant (1 No. 10000 LPH & 1 No. 6500 LPH)	M/s Indus Coffee Pvt. Ltd At Nellore, Andra Pradesh	15 months (January 15)	3.5 Cr(INR)	Technical Consultant	Billing Breakup and Third party inspection, drawing detailing	Work Completed
13	Supply, Erection, Installation & commissioning of 5000 LPH R.O.	M/S Divisional Railway Jodhpur	24 months (April 2013)	1.5 Cr(INR)	Technical Consultant	Contract Management	Work Completed
14	Supply, Erection, Installation & commissioning of STP plant (50 M3/Hr.) and civil work	BPTP Ltd. At Gurgaon.	20 months (February 2014)	2 Cr(INR)	Technical Consultant	Contract Management	Work Completed

15	Supply, Erection, Installation & commissioning of STP plant (600 M3/Hr. Based on Extended aeration Technology)	Mahindra Lifespace at Gurgaon.	15 months (January 2013)	1.2 Cr(INR)	Technical Consultant	Contract Management	Work Completed
16	Laying & installation of AC-DI water pipeline having (80mm to 300mm) different dia. of 25 kms at Jalandhar, Punjab	Deptt. of Irrigation, Jalandhar	24 months (January 2010)	1.5 Cr(INR)	Project Planning and Engineering	Quantity surveying and Billing	Work Completed
17	Rehabilitation of old Sewer: Desilting and Rehabilitation of 66" dia trunk Sewer line from Q Point to Dayal Singh College	NDMC	24 months (May 2008)	16 Cr(INR)	Project Planning and Engineering and Management	Planning, execution and design of CIPP lining	Work Completed
18	Process Engineering. Improving Production efficiency via implementing sub assembly system	Acme Telepower Limited	5 months (January 2008)	10.2 Cr (INR)	Process Engineering	SOP generation, engineering	Work completed
19	Establishing Cold Chain Business	Acme Cold Chain Solutions	3 months (July 2007)	0.3 Cr(INR)	Project Management	BDM at Business Incubation Stage	Work completed

Regards,

Pradeep Sharma