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# RAVI KIRAN

## Senior Plant Production and Quality Manager

FMCG | PROCESSING | DAIRY

+ 91139 97200 | [ravi\\_8824@yahoo.co.in](mailto:ravi_8824@yahoo.co.in)

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Date:

Dear Hiring Manager  
Greetings!

With this letter and the attached resume, I would like to express my sincere interest in the Plant Manager position you have available. As a highly skilled and successful operations and business unit manager with comprehensive experience driving successful operations, production and staff management in fast-paced environment, I possess a range of knowledge and experience that will allow me to contribute toward the success of your company.

My expertise lies in successfully enhancing operational strategies, innovating new processes, and managing overall plant functionality to maximize productivity and efficiency while reducing costs and achieving production goals. Through my experience, I have become adept at establishing production schedules, maintaining manufacturing equipment, and enforcing safety and environmental regulations. My additional success in building and leading teams, positions me to make a significant contribution to your plant in this role.

The following achievements demonstrate my qualification for this position:

- Providing leadership and supervision for the assigned production shift and associated personnel.
- Effectively motivating, training and communicating with their assigned shift teams to assure superior levels of safety, reliability, sanitation, and quality.
- Preparing and conducting team meetings as necessary for proper communications and development of teams.
- Spearheading Maintenance and Quality Assurance teams to create a cooperative environment.
- Demonstrating superior leadership, communication, time management, and problem solving skills.

My proven dedication to optimizing plant operations, along with my expertise in lean management techniques, will contribute immensely to the success of your company. Thank you for your consideration, and I look forward to speaking with you soon.

Sincerely,

Ravi Kiran

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### PROFILE

Results-driven and dedicated with wide-ranging experience in planning and leading operations involving small to medium sized manufacturing environments with a capacity range of 2500 TCD to 24000 TCD globally (India, Tanzania, Uganda). 17+ years of expansive experience in producing FMCG, Fish Processor, Quality Manager on Continuous Sugar Plant Project Execution and Commissioning, with a critical focus in exceeding set quality parameters. Track record devising, evaluating, and implementing continuous process improvements to minimize waste and reduce costs while maximizing quality and yield. Establish effective quality control and safety programs, encouraging proactive participation across the manufacturing floor. Excellent communicator; success building cohesive teams focused on production goals, safety, and throughput.

### CORE COMPETENCIES

- Project Baselines
- Inspection | Root Cause Analysis
- Safety Control
- Quality Assurance
- Feasibility Study
- Contract Conditioning
- Technical Specifications / BOQ
- Trainings
- Commissioning
- Condition Monitoring
- Project Management
- Client Relations
- Material Planning
- Production Scheduling
- Inventory Management
- New Product Introduction
- Bid Analysis
- Production Management
- Quality Management
- Operations Management

### MANGERIAL DUTIES

- Cross Departmental Coordination
- Functional & Non - Functional Documentation
- Documentation
- Project Briefing
- Team Mentoring
- Training Need Analysis

### FUNCTIONAL EXPERTISE

- Contract Review
- Vendor Management
- Supply And Control
- SOP Development
- Interviewing Process
- Stakeholder Relations
- Operational Excellence

### ACADEMICS

- 2001 – 10<sup>TH</sup> - Oxford English medium School
- 2003 – 12<sup>TH</sup> - Sri Jagadguru Renukacharya CollegE

### WORK EXPERIENCE

- 2006-2009 - **Site In - charge** - Sanjay Marketing And Publicity Services
- 2013 To 2016 - **Factory Manager** - Ganesh Milk Khova Dairy
- 2011 To 2013 - **Production Supervisor** - Victoria Perch (Mwanza, Tanzania)
- 2011 - **Production Supervisor** - Lake Bounty (Kampala, Uganda)
- 2010 To 2011 – **Officer** - Jyothi Laboratories P. Ltd – India

### RECOGNIZED FOR

- Providing leadership and supervision for the assigned production shift and associated personnel.
- Effectively motivating, training and communicating with their assigned shift teams to assure superior levels of safety, reliability, sanitation, and quality.
- Preparing and conducting team meetings as necessary for proper communications and development of teams.
- Spearheading Maintenance and Quality Assurance teams to create a cooperative environment.
- Developing an expert knowledge of the production process and all associated equipment.
- Analytically and systematically troubleshoot manufacturing issues and develop the team to be self-directed in the same activities.
- Conducting periodical daily checks and reports to insure the highest quality of product produced within Good Manufacturing Practices.
- Maintaining shift performance and quality documentation.
- Reinforcing sense of urgency during production runs and periods of machine downtime. Effectively communicate issues to management team.

### PERSONAL DETAILS

- D.O.B - 01/07/1984
  - Passport - J4011656
  - Valid till - 8/12/ 2020
  - Skype - ravi\_8824
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## SCOPE OF WORK

- Supervises the activities and personnel engaged in the production in each processing stage and shift.
- Oversees and participates in the development of performance, efficiency, and product quality standards in the factory. Provides direction and insight to forepersons, leads, other department managers (office and vessel), regarding the coordination of production operating standards with overall company objectives.
- Determines the appropriate level of labor (number and skill type) prior to the season and mid-season in accordance with changes in production.
- Ensures the general conformance with employment policies, progressive discipline, the issuance of warnings, and the administration of other disciplinary measures when necessary.
- Manage internal programs such as communications, performance evaluations, training, exit interviews, break policies and cross training..
- Communicates and enforces established quality standards for all products and grades; develops and implements methods to measure, monitor and test such standards.
- Monitors daily recovery and production numbers. Makes necessary adjustments to maintain expected output and quality.
- Manages shift assignments to insure balanced manning throughout the factory.
- Trains, coaches and evaluates forepersons, leading by example, demonstrating leadership skills and striving toward continuous improvement.
- Maintain inventories including onboard supplies of fiber, liners, additives, and related production and packaging materials.
- Takes a person interest in all reports of injury occurring in the production areas, initiates investigation when appropriate and addresses all unsafe conditions immediately.
- Upholds and professionally represents company policies and standards consistently and uniformly.
- Plans and conducts factory safety briefings each season that new processors join the vessel to ensure a complete understanding of proper equipment operation and location of safety emergency stops.
- Encourages employee communications and an open door policy through crew meetings and one-on-one interactions.
- Keeps production employees informed of the company rules and policies and production and quality expectations.
- Consistently supports and adheres to the company's zero tolerance alcohol and drug policy.
- Makes recommendations for factory modifications to improve quality and production.
- Interfaces on a regular basis with the Vessel Manager and Captain to facilitate steady availability of quality fish.
- Provides input to vessel annual budgets and monitors budget performance through the year.
- Stays abreast of production and personnel management trends by attending company-sponsored training programs and/or outside training opportunities.
- Actively participates in group interviews and new employee orientations prior to fishing season.
- Handles all personnel matters with confidentiality, sensitivity and in accordance with company and legal guidelines.

## PERSONAL ATTRIBUTES

- High aptitude for problem solving and troubleshooting.
  - Effective verbal and written communication skills.
  - Above-average computer experience in a Windows environment.
  - Practical work experience in supervision, cost and budget control and quality and product consistency.
  - Interpersonal skills necessary to foster cooperation and to effectively communicate with others.
  - Ability to motivate, constructively criticize and build high production teams through exemplary leadership.
  - Excellent judgment.
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