

Sachin Duhan

Business Management & Development

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Versatile manager with proven abilities across all levels of organizational management. Talented in developing partnerships, overseeing personnel and developing tactical plans to meet strategic goals. Proven track record as successfully initiating and managing a Flexible Manufacturing Unit employing advanced techniques. Experienced in navigating challenges, including the impact of the COVID-19 pandemic on business operations. A leader with significant background in Team management, Operations & Business development. Having 9+ years of Experience.



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Dubai, United Arab Emirates

SKILLS

Business Development

Business Planning

Team Management

Operational Efficiency

Operation Management

Leadership

Supply Chain Management

Issue resolution

WORK EXPERIENCE

Associate (Operations)

Xindus Trade Networks Pvt Ltd

05/2023 - Present

91 Springboard udyog Vihar IV
Gurugram (INDIA)

A cross borders supply chain management & logistics service provider.

Achievements/Tasks

Role: Hub Operations Management

Key Tasks: Overseeing the efficient functioning of central hub of supply chain network. Following are key tasks and responsibilities.

Operational Efficiency:

- Develop and implement efficient workflows and processes to optimize hub operations.
- Monitor and analyze key performance indicators (KPIs) to identify areas for improvement.
- Make adjustments to improve productivity, reduce costs, and enhance overall efficiency.

Data Analysis and Reporting:

- Analyze data on hub operations to make informed decisions and improve processes.
- Prepare regular reports for senior management on performance metrics and achievements.

Vendor and Supplier Relations:

- Manage relationships with suppliers and vendors to ensure timely deliveries and quality products.
- Negotiate terms and contracts to optimize costs and service levels.

Cost Management:

- Develop and manage budgets for hub operations.
- Identify cost-saving opportunities and implement cost-effective solutions.

Staff Management:

- Recruit, train, and manage a team of warehouse workers, supervisors, and administrative staff.
- Set performance expectations, provide feedback, and conduct performance evaluations.
- Foster a positive work environment and promote teamwork among employees.

Founder & Plant Manager

Shri Parbhu Engineering works Pvt Ltd

10/2016 - 12/2022,

Industrial Estate Rai, Sonipat
(INDIA)

A FMS (Flexible Manufacturing System) unit specialized in product development, Special Purpose parts and SPMs

Founded and started up a CAD/CAM/CAE industry including manufacturing facilities based on FMS (Flexible manufacturing System).

Achievements/Tasks

Overall Operations Management:

- Oversee the day-to-day operations of the FMS unit to ensure smooth production processes.
- Develop and implement operational policies, procedures, and strategies to meet production goals and quality standards.

Quality Assurance:

- Implement quality control and assurance processes to ensure products meet or exceed industry standards.
- Establish and maintain quality metrics and performance indicators.

Resource Allocation:

- Allocate resources, including manpower, equipment, and materials, efficiently to meet production targets.
- Manage the budget for the FMS unit and control costs to optimize profitability.

Inventory Management:

- Monitor inventory levels of raw materials and finished goods.
- Implement inventory control measures to minimize waste and ensure adequate stock availability.

LANGUAGES

English
Professional Working Proficiency

Hindi
Native or Bilingual Proficiency

Machine Maintenance and Upkeep:

- Ensure the proper maintenance and functioning of FMS equipment and machinery.
- Schedule routine maintenance and repairs to minimize downtime.

Team Leadership and Development:

- Recruit, train, and manage a team of production staff and supervisors.
- Provide leadership, guidance, and support to foster a motivated and productive workforce.

Customer Relations:

- Collaborate with sales and customer service teams to meet customer expectations and address any product or service-related issues.

Supplier Relations:

- Manage relationships with suppliers to ensure timely and quality material deliveries.
- Negotiate contracts and terms to optimize costs and supplier performance.

Technology Integration:

- Stay updated with industry trends and advancements in manufacturing technology.
- Evaluate and implement new technologies that can enhance production capabilities and efficiency.

Unfortunately, repeated attacks of covid-19 and lock downs created situations which lead to shutdown of unit.

Freelance Property Consultant

Delhi NCR

10/2016 - 12/2023,

Achievements/Tasks

As a Freelance Property Consultant in Delhi NCR, I successfully assisted clients in navigating the real estate market, providing expert advice on property investments, negotiations, and market trends. Developed and maintained strong client relationships, resulting in repeat business and referrals.

Projects: Mapsko Garden Estate, Jindal Global Green Residency, Indiabulls, Eldeco Group, Omex City

Assistant Professor

South Point institute of technology and management.

08/2014 - 09/2016,

Achievements/Tasks

- Teaching a requisite number of classes, providing guidance and supervision to graduate students,
- participating in departmental meetings, and providing academic support to Professors and other faculty members.
- Subject Taught: Engineering Drawing and Design, Thermodynamics, Fluid Mechanics, HeatTransfer, IC engines and process modelling, Computer Aided Design.
- Guided undergraduate student's projects.

EDUCATION

Master of Technology

Deen bandhu chottu ram university of science and technology

06/2012 - 05/2014,

Courses

Mechanical Engineering

Bachelor of Technology

Maharishi Dayanand University

06/2009 - 05/2012,

Courses

Mechanical Engineering