

RESUME

Sunil Alopiprasad Pardeshi, Nagpur.

D.O.B.-20/02/1978, B.E.(Production)-2000.

Email: sunil2poonam@gmail.com

Contact: 9011964882/7972323996



Middle Level Assignments in Production/Administration with organization of repute.

-Professional Snapshot-

A professional with **24 years** of experience in **Administration & Production.**

-Work Experience-

Sep.2023-Till Date-

Shri Ramdeobaba College of Engineering and Management, Nagpur .

Designation-Residential Warden. (Boys' Hostel).

Roles & Responsibilities-

- helping in framing policy for running the hostels, messes & support facility required to manage the hostels.
- Ensuring maintenance of the hostel.
- Regular visits to the hostel Location and supervision.
- Allocation of rooms to students as per guidelines.
- Administering Sports and Cultural activities of students
- Maintaining discipline of the hostel as per rules & regulations.
- Supervising hostel regularly and interact with students.
- Ensuring adequate security, sanitation and essentials for students
- Ensuring supply of quality food in the hostel mess.
- Providing timely medical help & first aid to the students.
- Any other work assigned by the University to time-to-time.

May 2016-Jul.2023-

Swami Vivekananda Yoga Anusandhana Samsthana, Bangalore.

Designation-Hostel Warden.

-Hostel Administration, -Allotment & Attendance, -Housekeeping, Health & Hygiene,
-Maintenance & Providing facilities, -Safety & Security, -Transport, -Canteen,
-Record keeping & Documentation, Reporting, -Establishing Rapport,
-Communication & Coordination, -Regular Meetings. -Discipline.

**April 2014-April 2016-ABHA GAIKWAD PATIL COLLEGE OF ENGINEERING,
Nagpur.**

Designation-Workshop Superintendent. (Mechanical Engineering Department).

Nov.2013-Mar.2014-KADEVI INDUSTRIES LIMITED, Hyderabad.

Designation: Asst. Manager-Production. (Fabrication & Rolling Mill)

Sep.2010-Sep2012-MAHARASHTRA SEAMLESS LIMITED. (D.P. JINDAL GROUP).

Designation: Production Engineer. (Seamless Pipe Mill).

Apr.2007-Sep.2010-VIDARBHA IRON & STEEL CORPORATION, Nagpur.

Designation: Production Engineer. (Rolling Mill & Reheating Furnace).

Apr.2004-Apr.2007-SUNRISE STRUCTURALS & ENGG. LTD. Nagpur.

Designation: Production Engineer. (Fabrication).

Aug.2000-Apr.2004-NOVEL PACKAGING INDUSTRIES, Aurangabad.

Designation: Production Engineer.