

S. ALAMELUMANGAI

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Objective	Seeking a position to utilize my knowledge, skills, and abilities in the industry that offers competitive environment, a true profession to put in the acquired knowledge and gain exposure to upcoming technologies while being resourceful, innovative and flexible.
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Organization - 3

Work Experience	Current Organization Name	:	CareNow Medical Private Limited (Healthium Medtech)
	Duration	:	From: March 2023 to Jan 2025
	Designation	:	Assistant Officer - Quality Assurance, Document Controller cum Trainer
			<u>Training</u> <ul style="list-style-type: none">➤ To schedule the training program➤ To undertake the training program to respective departments before implementation of SOP➤ Conducting training to Project team as per training plan and need basis.➤ To evaluate training Questionnaires <u>Quality Documentation</u> <ul style="list-style-type: none">➤ Preparation of Quality Department SOP's and reviewing cross functional department SOP's➤ Document Issuance and control <u>Calibration Planning</u> <ul style="list-style-type: none">➤ Preparing schedule for calibration activity for all Instruments➤ Conducting calibration activity periodically to comply with regulatory requirements and verifying the calibration reports and archival

Organization- 2 (Under Contract)		
Work Experience	Organization Name	: LAKSHMI MACHINE TOOLS – Coimbatore
	Duration	: 3 years (From June 2018 To June 2021)
	Designation	: Junior Executive - Supply chain Department
	Responsibility	: <ul style="list-style-type: none"> ➤ Initiate purchase order against Quotation ➤ Communicate to vendor for purchasing required materials ➤ Attending SCM meetings periodically ➤ Participating in Supplier audit
Organization 1		
Work Experience	Organization Name	: WATER TEC INDIA PVT.LTD – Coimbatore
	Duration	: 2.5 years (From September 2015 to April 2018)
	Designation	: Officer - Warehouse
	Responsibility	: <ul style="list-style-type: none"> ➤ Material Inward Inspection ➤ Incoming Material specification preparation, review and controlling. ➤ Packing material Testing and release ➤ Participating in Supplier audit ➤ Material issuance to production department ➤ Documentation.
Skills	<ul style="list-style-type: none"> ➤ Subject Matter Expert in providing Trainings in current Organization ➤ Familiar with computer software like MS office tools. ➤ SAP tool 	
Details of Project handled	<p>TITLE : Infant monitoring system by using "CO2 Sensor. AIM : To avoid the children's death.</p>	
Personal Traits	<ul style="list-style-type: none"> ➤ Cheerful ➤ Efficient in communication ➤ Interactive ➤ Hard Working 	

Academics	Education	Institution	Year of passing	Percentage
	Diploma in electrical and electronics engineering	VICKRAM POLYTECHNIC COLLEGE,ENATHI, SIVAGANGAI.	2011-2014	94. 5%
	SSLC	CHANDLER MATRIC.HR.SCHOOL, MADURAI.	2010-2011	79.4%

Family Information	Mother	:	S. Meena
	Profession	:	Homemaker
	Sex	:	Female
	DOB	:	05/12/1995
	Marital Status	:	Married
	Husband	:	K. Venkatraj
	Profession	:	Supervisor
	Languages Known	:	Tamil, English, Telugu (Speaking)
	Nationality	:	Indian

Declaration: I hereby declare that the information provided above is all correct and true to the best of my knowledge and belief .

S. Alamelu Mangai
Yours Truly,

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