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EDUCATION

- B.Tech, Electrical engineering (,) Invalid date - Invalid date
- M tech, aeronautical engineering (Vishweswarya Technical University, Bangalore) 14th Jan 2014 - 15th Dec 2015



CERTIFICATE

- Lean six sigma(Green Belt)
- CSM
- CSPO



ACHIEVEMENT

- Commended by Commander in Chief



KEY SKILLS

- Project Management
- Operations Management
- Human Resource Management
- General Administration
- Supply Chain Management
- Cross Functional Coordination

Dynamic, versatile and performance driven Military officer with 10 years of military leadership including wide experience in conceptualizing, planning and managing projects across the country. Ardent learner who has spearheaded a cross functional team of skilled professionals in technical and logistical domain. Human resource manager who has displayed team leadership and problem solving skills throughout her engagement. Rich experience includes varied exposure in Strategic Mission Planning and Resource allocation, Helicopter Maintenance and Operations Management, Project Management, Resource Management, Employee Life Cycle Management and Leadership.

OPERATIONS MANAGER

- Led cross-functional teams of sizes 200+ during my assignments in the armed forces involving strategic planning, man material management therein ensuring error free and incessant conduct of flying operations in temporary remote locations and have excelled in achieving the goals of the organisation safe and accurately with focus on strong work ethics and cohesive team building in time bound extremes
- Performed scrum team management functions such as annual performance reviews, 1 to 1 mentoring, fortnightly training days and grievance/conflict management for all 150 plus team members.
- Executed and co-ordinated maintenance and repair with Repair Depots, Equipment Depots, overhaul agencies and OEMs. Performed component life monitoring for 1000+ components.
- Carried out quarterly and half-yearly maintenance safety audits for entire station including hangars, labs and stores, Employed analytical and quality control skills to identify areas of improvement by undertaking process improvement initiatives for drafting SOPs, procedures and guidelines resulting in process optimization
- Trained employees on optimal processes and use of equipment to boosting department productivity.
- Seasoned in developing strategies to strengthen Supply Chain effectiveness and Inventory management of valuable assets in most challenging military operations.
- Lead Helicopter Maintenance and Operations of Operations Meghdoot in the highest battlefield of Siachen Glaciers from 2015-17

- Adept in training and development of teams, with specialization in manpower planning and deployment, while strengthening man-hours efficiency and executing accident/incident free flying
- Performed periodic quality audits of all maintenance related activities of the squadron and deciphered the bottleneck processes and anomalies from the reports prepared and implemented the rectification process
- Handled various projects across India by employing office productivity tools and visualization tools to increase productivity and for better transparency
- Elevated customer satisfaction ratings by providing speedy resolutions.
- Directed day-to-day operations by spearheading implementation of short-term and long-term strategies to achieve business plan and profitability goals.
- Streamlined operations to consistently deliver on targets.
- Developed and shared best practices across company to align with objectives and quality standards.
- Trained and mentored high-performing team through regular performance reviews, individual feedback and professional coaching.

TECHNICAL MANAGER

- Incorporated complete digital transformation of documentation of aircraft, missile systems, Nav aids in one of the biggest bases of IAF in collaboration with M/s Wipro. Trained 2000+ personnel in Electronic Maintenance Management System.
- Headed Maintenance Control Centre with a team of 50+ personnel responding to Immediate, Short Term Maintenance Requirements, Medium Term Maintenance needs and Long Term checks
- Communicated effectively with all key stakeholders, including project teams, internal clients and external parties.
- Supervised implementation project designed to improve system productivity.
- Handled Maintenance Program ensuring full fulfillment of all maintenance requirements to ensure the fleet remains fully operations
- Performed Out of Phase Maintenance including Trouble Shooting & Defect Rectification
- Ensured effective optimization for maintenance decisions for schedule changes to resolve conflicts between maintenance and daily operations schedule.
- Ensured Availability of aircraft to meet the schedule and coordinated with base repair depot while carrying out all necessary activities to expedite the return of the aircraft to service(AOG)
- Provided Outstation Coordination and Support to visiting aircrafts while addressing technical problems posed in

operations

- Trained and supervised technical volunteers about projects projects to pass on skills needed to perform assigned tasks.
- Reviewed information from projects and suggested improvements.
- Coordinated tasks with business and technology units to meet delivery schedules and milestones.

HR MANAGER

- Employed leadership and team management skills to effectively manage a multi ethnical and cross functional team of over 200 personnel
- Responsible for assessment of personnel on their performance, welfare management, rewards and appreciation
- Supervised employee grievances redressal, leave management, discipline, counselling, and conflict resolution
- Identified and solved complex strategy problems impacting management and business direction.
- Compiled and updated employee files in electronic and paper formats to maintain accurate records.
- Organised employee appraisal reviews to discuss performance with managers and assess compensation.

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