



# NEHA RATHI

Age: 0 Years | Experience: 10 Years



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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.

## PROJECT MANAGEMENT AND OPERATIONS

- Senior management leader, known for collaborating with cross-functional teams (150+ workforce) to drive solution development processes, coordinated with top leadership, cross functional departments, Regulatory authorities, international teams and stakeholders for smooth day to day operations.
- Organised daily flying schedules along with managing O&M of 14 helicopters as one of the few woman officers in the high-risk area of Siachen Glacier (altitude ~20,000 feet). Achieved the highest serviceability record of 80% enabling 250+ hrs of incident free flying
- Collaborated with Wipro for e-MMS (Electronic Maintenance Management System) project implementation, resulting in the IAF's digital transformation. Provided support to Wipro's team and led Train the Trainer program, enabling training of 1250 employees over 3 years along 12 verticals with weekly feedback from peers and managers. Designed & Developed content with Wipro experts, compiled FAQ thread for a period of 02 years during roll out phase while demonstrating practical application usage as per rank and area of expertise
- Handled advance planning, complex liaisons with multiple stakeholders and coordination with senior leaders in the French Air and Space Force and Royal Air Force of Oman, to execute infrastructure management (toll room set up, refuelling, rest rooms, briefing rooms) and technology customisation projects while facilitating international bilateral air exercises

## TRAINING AND ADMINISTRATION

- Developed and motivated team members, ensuring skill development and career growth; managed welfare matters and grievance counselling, handled performance appraisals, and helped resolve HR issues
- Responsible for assessment of personnel on their performance, welfare management, rewards and appreciation
- Supervised employee grievances redressal, leave management, discipline, counselling, and conflict resolution
- Provided support to Wipro's team and led Train the Trainer program, enabling training of 1250 employees over 3 years along 12 verticals with weekly feedback from peers and



## EDUCATION

- B.Tech, Electrical engineering (G B Pant University, Uttarakhand) 1st Jun 2009 -30th Jul 2013
- M tech, aeronautical engineering (Vishweswarya Technical University, Bangalore) 14th Jan 2014 -15th Dec 2015
- Executive course in Global supply chain and logistics, Management (IIFT, Delhi) 20th Mar 2023



## CERTIFICATE

- Lean six sigma (Green Belt)
- CSM
- CSPO
- Certified Maintenance Officer
- National Service Scheme



## ACHIEVEMENT

- Commended by Commander in Chief
- Instructor Grading in Russian Helicopters
- High Alt Medal



## KEY SKILLS

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

managers

## QUALITY AUDITS AND INSPECTIONS

- 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.
- Audit of flight safety and industrial safety of all aviation and maintenance operations in a premier jointly-operated airfield covering over 5000 active working personnel.

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