

KALEEM AHMED KHAN

+92 332 3051509

kaleemahmedkhan352@gmail.com

LinkedIn: <http://www.linkedin.com/in/kaleem-ahmed-khan-111a5b198>



PROJECT ENGINEERING PROFESSIONAL/ MECHANICAL ENGINEER

TARGETING NEW HEIGHTS OF SUCCESS WITH INTEGRITY, HARD WORK & DEDICATION, AND LEAVING A MARK OF EXCELLENCE ON EVERY STEP WITH A COMPANY PROVIDING CONTINUOUS LEARNING AND DEVELOPMENT OPPORTUNITIES IN A FAST-PACED AND CONTINUALLY EVOLVING ENVIRONMENT

Key Value Offered

High Performing Quality Specialist, solid background in project Quality management. Expert with standout experience in project leadership and with a solid background in project management, project planning, project analysis, project teamwork, and project coordination.

Companies associated with:



PROFICIENCY MATRIX

- **Scrupulous, Result-Focused Project Management** Expert with 20 years of career advancement in project leadership and a solid background in managing day-to-day operational aspects of projects and project scope by effectively applying methodologies that enforce project standards and by minimizing exposure and risks on projects. Conceptualized and implemented project work plans and revise as appropriate to meet changing needs and requirements, including the identification of needed resources and assignment to appropriate personnel.
- Proven management aptitude and decision-making ability, skilled in Quality Process Engineer, QMS Role, Occupational Health and Safety, Fleet Management, Pre-Delivery Inspection and Corporate Strategy development to drive organizational growth and success.
- Documented record of strong and decisive leadership in managing multi-disciplinary projects.
- Proven track record in Army Projects, EDD, Manufacturing process, production, Quality Assurance analyzing and controlling mechanical systems.
- Proficiency in ramping up projects with competent skills, and ensuring on-time deliverables within pre-set cost parameters.



CAREER TIMELINE

2017 - Current with Master Motor Pvt Ltd - Port Qasim Manufacturing Plant as Quality Assurance Department (QAHSE)/ Promoted Senior Management Role

Jan 2006 - Dec 2006 with Mercedes-Benz Shahnawaz Pvt. Ltd as PDI Inspector

Aug 2003 - Aug 2004 with Sigma Motors 'LANDROVER' as PDI Quality Inspector

2007 - 2017 with Suzuki Motor. Co. Ltd. Ltd - Port Qasim Manufacturing Plant as Senior Team Leader (Production VFA)

Sep 2004 - Aug 2005 with Sigma Motors 'LANDROVER' as Quality Supervisor

EMPLOYMENT OUTLINE

2017 - Current with Master Motor Pvt Ltd - Port Qasim Manufacturing Plant as Quality Assurance Department (QAHSE)/ Promoted Senior Management Role

Key Deliverables:

- **Strategic Planning:** Strategizing and setting up the goals and Quality objectives throughout the projects for the achievement and collaborating with the stakeholders and teams to realize their vision within the project's financial constraints. Preparing material, schedule, histograms, direct field Labor plan, and safety work plan. Developing contingency plans for Turnaround Level grades.
- **Quality Assurance Role:** Overseeing a manufacturing plant's quality assurance targets and control processes. This includes ensuring that products, especially FUSO MITSUBISHI Japanese and all brands of heavy-duty and FOTON Chinese trucks, meet high-quality standards. Involved in the Production and Quality Assurance Role of special vehicles for the Army Troop Carriers LDT & HDT Trucks, Oil Tankers, NLC Projects, Quality and features Installation & checking all Army project requirements & parameters.
- **Project Management:** Managing and leading all phases of project development, including the turnover from estimating, procurement, execution, and close-out phases.
- **Project Coordination:** Developing work packages and scope of work and estimating person-hours; coordinating activities among client planners, turnaround execution team, and all related parties. Reporting field progress and monitoring construction activities and turnaround execution plan.
- **Control Progress:** Providing a thorough follow-up of a project's implementation, enabling the timely detection of schedule, resource, and budget deviations from the project plan.
- **Stakeholders Management:** Nurturing rapport with the stakeholders, reporting progress, and obtaining approvals to impact the project's success.
- **QAHSE:** Ensuring that the Production and quality supervision maintains high standards not only in terms of Product Quality Assurance but also working in aspects related to health, safety, and the environment (QAHSE).

2007 - 2017 with Suzuki Motor. Co.Ltd. Ltd - Port Qasim Manufacturing Plant as Senior Team Leader (Production VFA)

Key Deliverables:

- Steered the manufacturing process comprehensive improvement during production, involved coordinating various aspects of product design methods to ensure efficiency and quality.
- Led quality assurance and quality control inspections to ensure that products met defined quality standards.
- Specialized in Vehicle performance & inspection controller to ensure that vehicles and all operations check-in equipment were functioning properly.
- Successfully handled all records maintained; responsibility involved reviewing and verifying the accuracy and completion of quality control data & documentation.
- Responsible for performing pre-delivery inspections to ensure that products were of high quality & ready for customer delivery. Ensured that the vehicles performed at the highest rate of quality & safety areas, including functionality appearance
- Conducted commercial Trucks and buses for all types of Inspections or Audits to identify issues and take measures values daily discussion, joint exercise, monitoring, and controlling in OBEYA Meetings management roles.
- Evaluated products and processes from the customer's perspective. This helps in understanding and improving new features developed for customer requirements.
- Directed detailed inspections of Mercedes-Benz vehicles (CBU UNITS) CKD to ensure that they met the high-quality standards, test drives, and specifications checklist follow-up.
- Played a key role in documenting the results of inspections, noting any defects, issues, or required repairs.
- Maintained detailed records of each vehicle's condition.
- Employed diagnostic tools and equipment to identify any mechanical or electrical issues in the vehicles.
- Tested and troubleshooted various vehicle systems. Executed safety checks to confirm that all safety features and systems, such as airbags, brakes, lights, and seatbelts, are functioning all features correctly.

Jan 2006 - Dec 2006 with Mercedes -Benz Shahnawaz Pvt. Ltd as PDI Inspector

Key Deliverables:

- Conducted detailed inspections of Mercedes-Benz vehicles (CBU UNITS) CKD to ensure that they meet the high-quality standards, test Drives and specifications check-list follow-up.
- Assured that the vehicles performed highest rate of quality and safety areas, including functionality, appearance every angles.
- Tested & scanned every device in all vehicle functions, including the engine, transmission, steering, suspension, and electronics, to ensure proper function.
- Documented the results of inspections, noting any defects, issues, or required repairs.
- Maintained detailed records of each vehicle's condition.
- Used diagnostic tools and equipment to identify any mechanical or electrical issues in the vehicles.
- Tested and troubleshoot various vehicle systems.
- Performed safety checks to confirm that all safety features and systems, such as airbags, brakes, lights, and seatbelts, are functioning all features correctly.

Sep 2004 - Aug 2005 with Sigma Motors 'Landrover' as Quality Supervisor

Key Deliverables:

- Entrust to oversee and manage the quality control processes, which include inspections, testing & unit scanning for achieved measure areas to maintain product quality standards.
- Successfully implemented and maintained quality assurance procedures and systems to prevent out-flow all defects, errors, and deviations from quality standards.

- Steered a team of quality control inspectors or technicians, providing guidance, training, and direction to ensure that quality standards are met at a high level consistently for customer satisfaction.
- Piloted inspections and audits of all model process services to identify non-conformities and areas for improvement.

Aug 2003 - Aug 2004 with Sigma Motors 'LANDROVER' as PDI Quality Inspector

Key Deliverables:

- Scrutinized vehicles before delivery to ensure they meet the required quality and safety standards.
- Documented the results of inspections, noting any defects, issues, or required repairs.
- Ensured that the vehicles met the highest quality and safety standards, including functionality, appearance, and performance.

EDUCATION CREDENTIALS

- BS Mechanical Engineering [Sindh Institute of Management & Technology Recognized from HEC 2022]
- Auto & Diesel Technology [Govt.College of Science & Technology 2013]
- Matric Science [Gulistan Shah Abdul Latif Boys Secondary School 2004]

KEY ACHIEVEMENTS

- Awarded the "BONIFADE CERTIFICATE" for Final Year Project (FYP), which focused on creating a "LINE FOLLOWING ROBOT" tailored for modern industrial applications, July 10, 2023,
- Acted as the founder of "The GCTIANS Forum Society."
- Received recognition and appreciation from the Vice Principal and Controller of student affairs at our science and technology college for my active involvement in social and extracurricular activities in 2012
- The honor of serving as the "Best Class Representative" for three consecutive years, spanning from 2012 to 2013.

AWARDS

- National Production Organization (NPO) Budgeting, Evaluation, Monitoring & Execution Management certified.
- Served as the Coordinator of the "GCTIANS Forum Society," showcasing leadership and organizational skills.
- Project Management Skills & Planning Engineering for Industrial Development [PRIMEVERA -P6] course certification.
- As an Industrial Engineer appreciation for organization Management skills, communication skills and leadership abilities, Project Monitoring & Controlling, Budget compiling process and Audits, Executing.

TRAINING & CERTIFICATIONS

- Automotive Service Advisor - Certified by Skill-Tech International under the Ministry of Industries & Production, Government of Pakistan.
- Transportation Management - Proficient in the management of both Light-Duty Trucks (LDT) and Heavy-Duty Trucks (HDT), responsible for planning, designing, constructing, operating, and maintaining these transport systems.
- Led various departments, including Logistics, Transport, and Vehicle Valeting, with a strong emphasis on delivering high-quality Re-PDI inspection services and ensuring customer satisfaction.
- Overseeing the planning and management of logistics operations, encompassing warehouse management, Inspection Parts Localised distribution.
- Developing policies and procedures for logistics operations to align with company rules and international standards, ensuring consistent service standards, internal processes, and employee training programs.
- Monitoring Logistics Operations - Proficient in monitoring various service indicators related to the company's logistics operations, ensuring consistent service quality, safety, fuel efficiency, route optimization, and cost savings during project execution. Utilizing a Transportation Management System (TMS) for checklist management, documentation control, and real-time monitoring of incoming and outgoing information.
- Optimizing Logistics Operations - Utilizing time-motion studies to determine logistics methods and minimize shipping costs while meeting demand and supply constraints. Optimizing resource allocation to destinations during working hours, considering supply, demand, and transportation constraints.
- Lean Six Sigma Green Belt Certification - Certified in Lean Six Sigma principles and methodologies, demonstrating proficiency in process improvement and operational efficiency.
- Health, Safety, and Environment Diploma - Accredited as a practitioner in health, safety, and environmental practices, ensuring a commitment to maintaining a safe and environmentally conscious workplace.
- IOSH (Institute of Occupational Safety & Health) "Managing Safely" Certification - Successfully completed the
- "Managing Safely" course in collaboration with the Cardiff School of Certificate Professionals, demonstrating a dedication to workplace safety.
- Professional Diploma in Health, Safety & Environment - Acquired a certified professional diploma in health, safety, and environmental management.

PERSONAL DOSSIER

Nationality: Pakistani

Language Purview: English, Urdu and Punjabi

Passport # DT4123002 (Fresh - Valid for ten years)

Driving License: Car, LTV, HTV holder (multiple experience) validity for five years.