

# **RESUME**

Name : Selvaraju AL Govindasamy

Address : B-11-06,ZEN Residence,47100 Puchong, Selangor.

Contact : 60129057633

E-mail :rajselva1937@gmail.com

# **EXPERIENCES**

# Factory Manager (Feb 2017 - Present)

# **Uniss Manufacturing Sdn Bhd (Plastic Injection Moulding)**

#### **Key achievements:**

- Improving manufacturing cycle time by improving tact time in process and process improvement.
- Process study on throughput measure how much product is being produced on a machine, or line over a specified period.
- Monitor Health, Safety, and Environment incidents by measuring the number of incidents that were either actual incidents or near misses that were recorded as occurring periods.
- Evaluating the defect in the production and keep as low as possible and comparing it to benchmarks.
- •Track production downtime improve the process and evaluate the effectiveness of the equipment.
- •Introducing automation in the process, which reduce manpower 40% and increase the productivity 60%.
- •Coordinating and train the injection moulding personal during the new project introduction
- •Worked closely with resin experts to establish new formulation of higher recycle plastic usage.

#### **Job Responsibilities**

- 1. Direct and manage plant operations for Production, Maintenance, Quality, Production Planning, Warehouse and HR. Coordinate plant activities through the planning with Departmental Head to ensure the total manufacturing objectives are achieved.
- 2. Hand-on approach to all tasks and involve completely in the day—to—day business operations with the capability of "rolling —up sleeves and getting hands dirty.
- 3. To optimize the utilization of resources, manpower, machine, materials, and space to achieve cost targets and meet the delivery schedule
- 4. Establishing project schedule, overall planning, and tracking of daily/weekly/monthly progress, to ensure completion of the project is on time and in accordance with project s with the project schedule.

- 5. Lead the maintenance department which includes plant and building facilities, plant and equipment maintenance-related improvement tasks, M&E installations, and safety matters for the factory facilities and ensure compliance with the legal requirements from JKKP.
- 6. To be accountable for ensuring the company and warehouse operating metrics are met including warehouse productivity, vehicle loading, unloading, and stock counts.
- 7. Develop, establish, and review the workplace safety management policies and standards for all the operating sites in the plan to ensure that it always follows relevant statutory requirements, including the local regulation, code of practice, legal requirements, Chemical management programs, pollution prevention, Accident investigation process, Emergency Response Teams, training program, and housekeeping program.
- 8. Develop, maintain, follow up, and update safety and security policies of the company with the relevant government authorities' personnel (i.e., DOSH, DOE, BOMBA) to ensure compliance with regulations.
- 9. Ensuring product and process standards are developed, maintained, and continuously improved in line with the Quality Management System ISO 9001 and Environmental Management System according to the policy. (ISO 14001 compliance)
- 10. Manage projects to implement new technology realization by setting up project time frames, team formation initiating budgets, communications, and cost tracking.
- 11. Competently utilizes Lean Manufacturing, Kaizen, SPC, and TPM-related process improvement techniques (QC tools) to ensure the most cost-effective manufacturing process.

# Operation Manager (Nov 2012 ~ Dec 2016)

# **NANKAI NIKKE TERENGGANU Sdn Bhd (wool process)**

# **Key achievements:**

- •Reduced staff by 15% while maintaining production levels through a redesign of operational processes and improved training and staff utilization.
- •Increased machine efficiency from 85% to 94% through root causes analyses, machine reliability studies, implantation of corrective actions, and Preventive Maintenance Programmes.
- •Introduced Lean Manufacturing and lead the Kaizen activities and other production process improvements.

#### **Job Responsibilities**

- 1. Reporting to the Managing Director and responsible for achieving the company sales turnover, onetime delivery, and profit targets and responsible for the supervision of departmental heads in the daily operation of the plant which includes Manufacturing, production control, process improvement, and Maintenance.
- 2. Conduct regular employee meetings to ensure that all personnel are completely informed with regard to policies, procedures, and performance issues, for their development and improvement.
- 3. Ensuring the production has the necessary manpower, competence skill, knowledge, and tooling required in order to achieve production targets.
- 4. Ensure all the raw materials are labelled, stored, handled, and controlled to the Quality Assurance procedure and Health and Safety requirements.
- 5. Manage maintenance strategies to avoid downtime and maintain the efficiency and effectiveness of utilities, including the wastewater treatment plant and boiler to optimize the manufacturing operation.
- 6. Liaise with HR Department on manpower planning, disciplinary policies, and actions. Ensure all recruitment and employment is carried out in accordance with company procedure and compliance with the employment act. Implement, monitor, and review training and development plans.
- 7. Establish KPIs and objectives for all shift Supervisors, Area Supervisors, and Production Managers in achieving targeted skill training for employees, safety targets, production efficiency, housekeeping (5 S), and absenteeism.

8. Promote and maintain awareness and compliance with Health and Safety and environmental policies in accordance with best practices and legal requirements. Work closely with local statutory bodies (DOSH, DOE, BOMBA, etc) to ensure compliance with regulations.

Reason for leaving: VSS

# Engineering and Production Manager (April 1997 ~Oct 2012)

# NIPPON PRECISION TECHNOLOGY (M) SDN BHD (Metal stamping)

## **Key achievements:**

- •Developed and implemented visual production scheduling boards and operational reporting metrics resulting in 2 % productivity improvement, and improving on-time delivery to 98% in 2005.
- •Supervised a team of 5 members (Engineering Team) to ensure deadlines were met, goals were reached, and overall tasks accomplished.
- •Implement Quality information Statistical Process Control and Kaizen activities in the Manufacturing operations.
- •Establish a plan to degrease process defects from major process areas and Quality yield improved by 8% and 15% respectively.

#### Job Responsibilities

- 1. Maximize the effectiveness of the Production and Engineering team, equipment, and materials to produce different types of products within planned schedules while reducing costs.
- 2. Design, implement, and audit quality control processes and develop technical documents including instruction manuals and procedure manuals.
- 3. Plans and coordinates work, trains and motivates monitors, and evaluates the performance of subordinates, Engineers /supervisors records, and disciplines as necessary.
- 4. Monitor the QC system for compliance and effectiveness in coordinating and maintaining non-conformance reports to ensure corrective and preventive actions are implemented.
- 5. Competently utilizes Lean Manufacturing, Kaizen, SPC, and related process improvement techniques(tools) to ensure the most cost-effective manufacturing process.
- 6. Formulate sampling procedures, design, development, and instruction for recording, evaluating, and reporting quality and reliability data.
- 7. Responsible for supervising tooling Teams to ensure deadlines, and standards are met managing special projects, and tool improvements, and coordinating tool-related manufacturing and quality issues.

## **Reason for leaving:**

Seek forward to new environmental challenges.

#### **Maintenance Technician (April 1993 ~ Mac 1997)**

# SUN ACE KAKOH (M) Sdn Bhd - PVC Stabilizer

Coordinates or installs, inspects, repairs, and maintains the electrical, plumbing, and mechanical and operates and maintains the heating, and cooling. Does general repairs. Coordinates renovations of existing facilities and the construction of new facilities. Performed routine maintenance and preventive maintenance.

# **EDUCATIONAL BACKROUND**

| Institute                        | Field of study                     | Year of completion |
|----------------------------------|------------------------------------|--------------------|
| Federal Institute of Technology  | Diploma in Electronics Engineering | Feb 1993           |
| _Kuala Lumpur                    |                                    |                    |
| Sek.Men.Sultan Abu Bakar Kuantan | STPM                               | 1990               |
| Sek.Men.Sultan Abu Bakar Kuantan | SPM                                | 1988               |

# SKILLS/TECHNICAL KNOWLADGE

- Possess experience in the operating within ISO 9001 Quality Management System, ISO 14001 and IATF 16949.
- Well verse in Factory & Machinery Act 1967, Occupational Safety & Health Act, Environmental Quality Act 1974 and Schedule Waste Management.
- Certified Environmental Professional in IETS Operation (CePIETSO)
- Certified Environmental Professional in Schedule Waste Management (CePSWaM)
- Safety Health & Environmental Committee Chairman.
- Raw material /resin specifications/technical data- PP, NYLON, ABS, AS
- Machine preventive maintenance, parameter setting, circle time improvement.
- Computer (Microsoft Word, Excel and Power point)
- Time management, independent and creative.

#### **Language Spoken**

English, Malay, Tamil and Japanese (Business level)

# **PERSONAL PARTICULAR**

Nationality : Malaysian

Age : 53 yrs

DOB : 9<sup>th</sup> Feb 1970

Marital Status : Married

## **CONTACT INFO**

Address : B-11-06,ZEN Residence,47100 Puchong, Selangor.

Contact : 60129057633

E-mail : rajselva1937@gmail.com

Availability : After 3 months' Notice

References : Vijayabalan Veloo ( 012- 2659776 )

Head of Human resources ( Carsem (M) Sdn Bhd )