

# TEJ VAIDYA

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## Professional Summary

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To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

## Work History

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### Project and Maintenance Engineer

10/2022 - Current

**Zentiva Private Limited Chemistry Ankleshwar** – Ankleshwar, India

- Reduced downtime through efficient troubleshooting and root cause analysis of equipment failures.
- Reviewed CGMP documentation to complete equipment maintenance and repair.
- Planning and Executing preventive maintenance according to schedule.
- Documenting maintenance activities and confirmed compliance with relevant regulations.
- Project Engineer In hydrogenator Project
- Maintained records for each project and engineering discipline.
- Providing technical expertise in installation phase of all phases of project, ensuring accurate execution as per designs and specifications.
- Monitoring installation of pipelines and equipment as per Layout and P&ID diagram.

### Apprenticeship

10/2021 - 09/2022

**Zentiva Private Limited Chemistry Ankleshwar** – Ankleshwar, India

- 1 Year Apprenticeship in API Plant
- Sorted and organized files, spreadsheets, and reports.
- Supported staff members in their daily tasks, reducing workload burden.

## Education

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**Master of Business Administration:** Operation management (Under progress)

In VI Sem

**D. Y. Patil Vidyapith** - Pune, India

**Bachelor of engineering:** Mechanical Engineering

05/2019

**Gujarat Technological University** - Navsari, India

- 6.45/10 CGPA

**Diploma in engineering:** Mechanical Engineering

05/2016

**Gujarat Technological University** - Navsari, India

- 6.52/10 CGPA

**10th std.(S.S.C.)**

05/2013

**Gujarat State Education Board** - Valsad, India

- Final Grade: 73.91%

## **Skills**

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- Preventive Maintenance through SAP system
- HVAC Systems
- Rotary and static equipment
- Cost Estimation and BOQ
- CGMP documentation
- Preparation and review of P&ID, Equipment layout and GA drawing
- MS office, Excel and SAP
- Technical and Analytical Troubleshooting.
- Inventory management.
- Good interpersonal skill, can accomplish tasks individually as well as in team

## **Personal Information**

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- Date of Birth: 03/17/98
- Gender: Male
- Nationality: Indian
- Religion: Hindu

## **Hobbies and Interests**

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- Playing/Watching Cricket
- Listening Music
- Travelling
- Gaming

## **Disclaimer**

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I hereby declare that all the information given above is true and correct to the best of my Knowledge and belief. If the chance of working with your organization is given to me, I will prove myself and work with spiritual caution with the blend of intellectual, emotional & moral caution.