

Arun Yadav

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DOB – 18-OCT-1994

Professional Summary

Experienced and reliable Quality Assurance Professional with over five years of experience working in companies to ensure the highest quality outcomes possible.
Bringing forth a seasoned history of helping companies to achieve success and improve efficiency.

WORK EXPERIENCE

- ❖ **18-March-2021 to 24-Dec-22: Team leader – F1 Info Solutions and Services Pvt. Ltd.–Noida:**
 - Monitor the quantitative and qualitative achievements of the team.
 - Followed policies and procedures related to application methods and quality standards
 - Share and implement the inspection plan.
 - Update SOPs and work instruction
 - Eliminate the bottleneck occurred in the process of inspection,
 - Connect with vendors in order to control their rejection.
 - Connect with relevant stakeholders

- ❖ **14-April-2018 to 18-Feb-2019: Senior Executive– Indiano International Technosoft Pvt. Ltd. – Noida:**
 - Supervision of Repair Factory operations
 - Regularly monitor and help improve service quality parameters
 - Assist service partners in stock management for spare parts.
 - Validate replacement calls and initiate the process.
 - Manage Customer Relationship Management Portal of the Firm(VOICE).
 - Approve calls for ASP(Area service provider) claims.
 - Generate Audit plans

- ❖ **12-Oct-2016 to 9-Apr-2018: Quality Engineer– Lava Int. Ltd. Asset Management – Noida.**
 - Wrote daily reports for accountability and quality assurance.
 - Provide samples for validation in order to obtain RCA from ODM
 - Performed thorough Functional test and Visual inspections of spare parts.
 - Provide PCB to Repair Factory as per the requirement.

- ❖ **Nov-2015 to Sep-2016: Quality Checking– Lenovo (ASP) – Testing – New Delhi.**
 - Aimed to achieve high levels of productivity and quality results.
 - Perform quality checks on the devices post repairing.
 - Reduction of bounce percentage..

CERTIFICATES

- 2014: VHDL, VLSI - Hewlett Packard- Noida
- 2013: Embedded system and Robotics Training – I3 Indya Technologies- Delhi

TECHNICAL SKILLS

- Computer Skills: Windows-OS MS office, Google Suite.
- Networking skills - Knowledge of Active Directory, DNS, DHCP.
- Quality Management - 5s, Kaizen, 7 Qc Tools, Six Sigma, Kanban, CAPA.

ACADEMIC QUALIFICATION

Graduation: B.Tech(E.C.E) 2015
Sharda University, Greater Noida, U.P - U.G.C.

Senior School: 2011
Children's Academy, Ghaziabad, U.P - C.B.S.E.

Secondary School: 2009
Children's Academy, Ghaziabad, U.P - C.B.S.E.

KEY SKILLS

- Very versatile, can adapt to the situation and got sound experience in handling different group of people.
- A highly motivated, energetic individual and a team player with excellent analytical and problem solving, and interpersonal skills.
- An effective communicator with excellent relationship management skills coupled with demonstrated interpersonal and analytical skills.

PERSONAL DETAILS

Name: Arun Yadav
Marital Status: Unmarried
Father's Name : Yadram Yadav
Address: B-15A, Gali No.2, Chander Vihar, I.P.Extension, Delhi-92.

DECLARATION

"I hereby declare that the above-mentioned information is true and correct up to my knowledge and belief and I bear the responsibility for the correctness of the above-mentioned particulars."

Place:-Delhi

Date: -