## *SHEETAL SHUKLA*

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**CAREER OBJECTIVE**

Seeking a challenging position where I can use my resourceful experience and skills to improve the company's performance, gain more knowledge and expertise to increase productivity for progressive and sustainable success.

**SUMMARY**

Professional Engineer having experience of more than eighteen years in aviation industry.

* Quality Audit Experience: DGCA, IOSA, EASA, Safety Audit, ATO, etc.
* Established Simulator Quality Management System in accordance with Civil Aviation Requirements and ARINC Industry standards
* Familiarity with CAR-M/145 & 66 and SB/AD/OEMs release/Technical Publications
* Risk identification and mitigation and oversight safety
* Maintain Qualification Performance Standards Level D Full Flight Simulators as per FAA and DGCA - B787-8 and B777-300ER (L3 Commercial Training Solutions, UK), B737-800w (Flight Safety International, USA), B747-400 and A310-300 (CAE Inc., Canada)
* Fault identification, isolation and rectification
* Material Planning, Technical Specifications Analysis, procurement & repairs, SLA & maintenance contracts, sourcing, Vendor and Inventory management, Budget allocation
* Six Sigma Lean Management

**PROFESSIONAL SKILLS**

* A self-starter and pro-active manager to get tasks accomplished
* Demonstrates Root Cause Analysis and Problem-solving skills
* Cost reduction Techniques, Strategic planning and decisions
* Quality Standards with Six Sigma methodology and Interpretation skills
* Business & Technical Analyst
* Integrity and Ethics compliance

**PROFESSIONAL EXPERIENCE**

Working as Assistant General Manager in Operations Department in Air India, joined the organization in Sep’ 2004 as Dy. Manager (Trainee)-Flight Simulator Maintenance.

**Key Performance Areas:**

***Quality Management System***

* Established Simulator Quality Management System in accordance with Civil Aviation Regulations.
* Allowable Deficiency List (ADL)/MMI as per MMEL/MEL, QTGs schedules to meet DGCA requirement.
* Established electronic system for fault reporting and monitoring and Documentation Management System
* Released OEM recommended simulator preventive maintenance to ensure efficient TAT
* Ensure continuous compliance and monitoring for maintaining QPS Full Flight Simulators for DGCA Approval Certification
* Familiarity with inspection processes and Regulatory audit DGCA, IOSA, EASA, ATO etc
* Collectively and actively participate in the Reliability analysis and provide inputs for continuous reliability improvement
* Collaboration with audit teams, compilation of Action Taken Report (ATR) on snag closure, Simulator Utilization and Serviceability reports.
* Familiarity with CAR M/145 & 66

Evaluate AD/SB/OEM recommendations/AIC/OC & other technical publications pertaining to Simulator/Aircraft operation and ensure timely compliance of the same

***Operation and Maintenance***

* Maintenance Planning & release Simulator Maintenance Programs for Scheduled and Unscheduled Maintenance
* In-charge of B777 Full Flight Simulator
* Performed Flight simulator Readiness Checks and Turnaround checks to reduce MTBF
* Fault Analysis, Isolation and Rectification of defects in avionics & interfaces etc.
* Alignment and calibration of Visual System-IG EP1000 & EP8100
* Run and Validate Qualification Test Guides (QTGs)/Approval Test Guides (ATGs) with flight data and simulator data
* Regular data backups, update Configuration Control, Navigation Database, Terrain Database and Loadable Software Applications(LSAPs) with Aircraft Type
* Conformity to Missing, Malfunctioning and Inoperative (MMI) Component Policy in line with type Aircraft MEL
* Engineering MODS Committee to implement Fleet type MODS on Simulator
* Airport Station Data loading for VVIP Flights and errors debugging, restored system.

***Material Planning and Procurement***

* Independent In-charge of Material Planning and Engineering Procurement
* Liaison with OEMs and other vendors for RFQ/RFP, price negotiations
* Allocate Budget for procurement & repairs and monitor closely to control budget limitations.
* Evaluate and approve technical specifications, SOW,SLA,AMCs,Tender note, MSDS
* Validation of all invoices raised by OEMs/Authorized Vendors
* Value Mapping Streams to ensure critical parts to prevent AOG situation
* Cost savings techniques, and industry research
* Stores and Inventory Management by Lean methods
* Approve Material requisition and confirm receipts in SAP ERP

***Business Analyst & General Management***

* Strategic planning and decisions
* Manpower/Resource Planning & Optimization
* Allocate, supervise & manage the work carried out internal and external resources
* Cost savings avenues and continuous improvement
* Training and Development skills

**EDUCATIONAL QUALIFICATION**

* Masters in Business Administration-Operations Management (Hons.) from Narsee Monjee Institute of Management Studies-Distance Learning, Mumbai (Maharashtra) in July 2022.
* Post Graduate Program in Aviation Management (Hons.) from University of Petroleum and Energy Studies, Dehradun (Uttaranchal) in May 2022.
* Bachelor of Engineering-Electrical Engineering (Hons.) from Lakshmi Narain College of Technology, Bhopal (Madhya Pradesh) in June 2003.
* CBSE 12th Std. (Ist Class) from Kendriya Vidyalaya School, Haridwar (Uttaranchal) in June 1998.
* CBSE 10th Std. (Ist Class) from Kendriya Vidyalaya School, Haridwar (Uttaranchal) in June 1996.

**Training**

* Rockwell Collins (OEM), Visual System-Image Generator EP8100,
* L3 CTS(OEM)- B787-8 FFS
* Flight Safety International(OEM),-B737-800 FFS
* Safety Management System (SMS) by Flight Safety, Air India.

**SOFTWARE SKILLS**

Software Language : UNIX, C, C++.

Operating Systems: Windows & Linux.

Apps and Tools : SAP ERP, MS Project, MS Office.

**AWARDS & CERTIFICATIONS**

**Six Sigma Certificate** from NPTEL, 2nd winner in Techfest ‘Cognizance’ convened by IIT Roorkee,

Award recipient for writing Articles / Poems, published in magazines,

**PERSONAL DETAILS**

Date of Birth : 9th Oct 1980

Nationality : Indian

Languages Known : English and Hindi

**DECLARATION**

I hereby declare that the above particulars of facts and information stated are correct to the best of my belief and knowledge.

Place: Mumbai **Sheetal Shukla**