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| **Curriculum Vitae**  **Pandurang Dadu Khot.**  Email: [**pandurang.khot@gmail.com**](mailto:pandurang.khot@gmail.com) **/** [**pandurang\_khot04@yahoo.co.in**](mailto:pandurang_khot04@yahoo.co.in)  Contact No.: +91 8975111420 / +91 8482850775  **Designation- Dy. Site Head.**  **Objective:**  Seeking responsible career position in a diversified work environment where my potential could be explored. Dedicated, energetic ready to accept new challenges and opportunities, a wide variety of responsibilities and would offer desired flexibility for continuous company's business growth as well as career growth.  **Educational Qualifications:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Sr. No.** | **Exam / Degree** | **Year of passing** | **University / Board** | **Marks (%)** | |  | M.Sc. (Chemistry) | 2013 | Vinayaka Mission, University- Salem. | 70.00 | |  | MBA. (HRD) | 2001 | Y.C.M.O.U. Nasik. | 55.50 | |  | Diploma In Industrial Fermentation & Alcohol Technology. | 1995 | V.S.I. Pune. | 70.00 | |  | B.Sc. (Chemistry) | 1993 | Shivaji University, Kolhapur. | 67.16 | |  | H.S.C. | 1990 | Pune Board. | 52.50 | |  | S.S.C. | 1988 | Pune Board. | 62.28 |   **Additional Qualification:**   * Completed Diploma in Computer Management. * **FDA approved** in Bulk Drugs (API) from Maharashtra state government. * Completed **Lean Six Sigma Black Belt (SSBB)** in Dec-2021 from Henry Harvin Education Institute.     **Professional Experience: 26 Years.**  **1.** Worked with **Supriya Lifescience Ltd,** (Chiplun, Maharashtra), as a **Dy. Site Head.**  Period: From Jan-2020 to Oct-2021.  Reporting to Sr. Vice President. Handled 4 API units having 7 Clean room areas.  -One of the fastest growing company with US-FDA, EDQM, WHO, K-FDA etc. regulatory approvals.  **2.** Previously worked with **Themis Medicare Ltd,** (Vapi, Gujarat), as a **Plant Head / DGM.**  Period: From Aug-2019 to Jan-2020.  Reporting to Vice President. Handled 3 API and 1 Fermenter Block.  -Co-ordinate with Quality Control Dept., Maintenance, R & D, EHS, HR and Administration for smooth operation and keep work environment healthy.  **3.** Worked with **Indoco Remedies. Ltd,** (Patalganga, Navi Mumbai), as a **Production Head /Manager**  Period: From Oct-2015 to Aug-2019.  -Reporting to GM/Vice President. Handled 2 API units with 3 clean room areas.  -Manpower Handled 70 No.  - -Company with US FDA, EDQM, WHO, TGA Australia, MHRA UK, Darmstadt-Germany, MCC-South Africa approvals.  -Handling of new project work as well as modification of existing manufacturing plant as per cGMP and safety requirements.  **4.** **Cipla Ltd,** Kurkumbh, (Daund, Pune), as a **Block Head.**  Period: From Feb-2003 to Oct-2015.    -One of the leading global pharmaceutical company, approved by major international regulatory agencies including the US FDA, MHRA (UK), TGA (Australia).  -Handled 29 reactors and small volume manufacturing area. Technology transfer of new products. Handled critical reactions and Hazardous chemicals. High potent drugs in Isolator. Equipment’s like Buchi Rotavapor handled for critical products.  -Practical exp. 2 Years in Cipla of Six sigma manufacturing excellence and quality improvement with multinational professional services PricewaterhouseCoopers (PwC).  -Participated in training program of Leadership for Enhancing and Accelerating Performance.  -Audited different manufacturing facilities of intermediate as well as API Companies as an Auditor during working with Cipla Ltd.  **5. Kopran Ltd,** (Mahad, Dist.-Raigad), as a **Production Supervisor**.  Period: From Oct-1996 to Jan-2003.  -Reporting to Production Manager.  -Worked as a Shift In charge / Production Supervisor.  -Shift production planning, Execution, preparatory work for next shift.  -Documentation.  -Worked in Sterile plant for 2 years.  **6.** In **South Seas Distilleries & Breweries (P) Ltd.** (Dahanu, Thane), as a **Production Chemist.**  Period: From Nov-1995 to Oct-1996. Grain Based Alcohol distillery.  **Equipment Handled:**  -Reactors, Fermenters, Autoclave, Cryogenic Reactor, HVD, Thermo syphon, Reactor having HMI panel. Centrifuge, ANFD, Drum Filter, Sparkler Filter, FBD, TD, VTD, Conical Dryer, Spray Dryer, RCVD, Multi Mill, Pin Mill, Cizer Mill, Microniser, Blender, Sifter, Buchi Rotavapor, Isolator, VDO and DCS Fractional Distillation Column.  **Experience Summary:**  Supriya Lifescience Ltd, (Lote Parshuram MIDC, Chiplun, Maharashtra.) Reporting to Sr. Vice President. Handled 4 API Blocks (Volumetric Cap. 547 KL) with 7 Clean room areas.  Key accountability: Projects, Production and Operation.  **Projects-** Completed Installation and Commissioning of 215 KL Cap. new API Block project from URS to Performance qualification.  **Warehouse -**Raw material procurement planning as per quarterly production plan, taking its day-to-day analysis status for batch charging. Follow up with purchase dept. for raw material procurement by considering inventory.  **Quality Control Dept. -** Priority wise analysis planning for Finished goods batch release for day-to-day dispatch. Advance planning of In-process batch analysis as per production planning, Follow up for release of raw material on day today basis. Failure investigation.  **Maintenance-** Daily follow of routine maintenance work, PPM to overcome brake down. Equipment’s qualification, new modifications. Indenting of new equipment’s as per process requirement. Execute cost and energy saving techniques. Monitor utility parameters routinely.  **R & D-** New Projects follow up, follow up for yield and quality improvement, Cycle Time reduction. Brainstorming for improvement as well as Failure investigation. Technology transfer of new products up to Validation.  **EHS-** Priority given to Safety first, Inspect and monitor environment by using scrubbing systems. Ensure machineries and processes safety. On job Training to employees. Handling of Hazardous chemicals, solvents and processes with proper safety measures. Effluent treatment to meet the govt. norms as per statutory requirement. Coordination with various Govt. officials.  **HR and Administration-** Training as per training matrix, motivation, appreciation, performance review and Safety of the peoples, recruitment, Discipline in the company. Grievance’s handling.  **Production-**   * Prepare Quarterly Production plan as per market requirement. Co-ordination with marketing peoples. Execute the plan to achieve the target. Re-scheduling the plan and production as per market requirement. Maintain GMP in the plant. * Review of new MFR and BPR as per process given by R&D Dept. SOP implementation to bring efficiency with effective techniques. Keep the plant always auditable. Auditing with Vendors and regulatory Authorities. * Timely completion of production targets within pre-designed cost parameters. Effective resource planning for optimizing man & machine utilization, reducing cycle time of batches, debottlenecking of the equipment’s. Monitor Overall Equipment Effectiveness (OEE) of manufacturing operations. Wastes reduction to enhance productivity, recycling of solvent with solvent recover * Scale up of products as per technology transfer with optimum raw material ratio to fulfill customer requirement with quality and quantity. Check the equipment equivalency, risk assessment considering safety. Man, and equipment’s safety. * Monitoring of Process Validation, Cleaning Validation. Control on Critical as well as in-process parameters to get optimum yield and quality of the product. * Preparation of daily and monthly production report for review of higher management. * Handling of proper documentation wiz Validation, Deviation, Change control, OOS, OOT, Risk assessment, investigation etc. * Executing cost saving and energy saving techniques/ measures and modifications to achieve substantial reduction of expenditures, Inventory and work within the budget. * Handling of new project work as well as modification of existing manufacturing plant as per cGMP and safety requirements.   **Personal Profile:**  Name : Mr. Pandurang Dadu Khot.  Sex : Male.  Date of Birth : 1st June, 1973.  Marital Status : Married.  Blood group : O +ve.  Languages known : Marathi, Hindi, and English.  **Address:**  **Present address:** **Permanent address:**  Rishabh Apartment, Heramb Gurukrupa Complex  Flat no. 405, Muktanand Marg, Rasayani, Patalganga.  Behind Maheshwari Bhavan, Panvel, Navi Mumbai.  Chala, Vapi, **Gujarat,** **Maharashtra.**  Pin-396215. Pin-410222.  I hereby declare that all the statements made in this CV are true to the best  of my knowledge and belief.  Thanks and regards,  **(Pandurang D. Khot.)** |