I am an ELECTRICAL ENGINEER from Indian Institute of Technology (IIT) – Roorkee & Post Graduate Diploma in Human Resource Management with over 30 years of experience to offer you. I attach resume as a first step in exploring the possibilities of new assignment as in your esteemed organization.

I am particularly interested in this position, which relates strongly to my experience & outstanding success in Facility Management & operations/projects / facility / projects procurement /Scope /Stalk-holder / Finance / budget management and Liaoning with Government & Statutory Bodies setting-up & spearheading all phases of brown-field & green - field projects in various sector :

* Corporate / Education /Manufacturing/IT/ Non-IT /Residential / Hospitality / Utilities ( ETP/STP/WTP/MEP)

I have worked in multi-cultural & diversity driven environment.

**India : (Bangalore,Nasik,Chennai,Coimbatore,Goa, Jaipur ,Pune,Manesar,Jalgoan,Sitarganj)**

**Overseas (Germany, France, Switzerland, Turkey):**

**(Including Soft skills: HK, Cafeteria, GRT, Transport etc.)**

Earlier I have worked for:

**Indian School of Business: Director Operations: 2017 - 2019**

**CBRE: Chief Engineer: Projects & Facility Management: 2015-2017**

**Cummins: Regional head: Projects / Facility Management: 2012 - 2015**

**Bosch: Regional Head: Projects / Facility Management: 1987-2012**

I have lead:

* Approval process with Board: growth & strategy for asset of the business units with mile-stone chart & process for achieving of Key Performance results.
* Budget management: Allocation: Operational / Capex budgets Manage the legal procedures of dispute cases to minimize rent loss
* Co-ordinate with marketing team & and the Board for increased utilization of assets
* MIS for Board & Senior Management
* Oversee Client visit / FM contracts / vendor evaluation and recommendation
* Deploy Energy saving measures
* Stakeholder / Conflict management / Transition management /Audit & 3rd party validation
* CRM: Pre & Post possession & IFM transition / CAM / Society formation

Responsibilities handled: Leading facility/Infrastructure/operations /real –estate

1. Lead a team which includes site Facility Managers/employees as well as outsourced operational staff at multiple locations, including management of vendors/agencies, develop the site annual business plan (BP) & operational plan: KPIs and budget, Controlling operational functions like :( 24\*7 helpdesk, site Maintenance, KPI/SLA tracking, compliance & audit & expense control etc.),vendor rating / evaluation, skill-inventory / matrix

2. Provide strategic customer relationship management and service delivery for business stakeholders across the regions office/properties. Deploy functional policies, process /procedures and controls to for effective / efficient operations.

3. Defining strategy for the region and executing transactions for sites and offices. Manage client business relationships by providing strategic long term planning, recommending and influencing creative solutions for expense control and space optimization & CIP (Continuous improvement process)

4. Responsible for delivering a full range of operational services ranging from Property, Facility, Energy Management and Vendor management as well as managing on-site infrastructure projects & cost-saving measures.

5. Setting SLA for service providers, Risk assessment, and Transition management: (SPC for control & monitoring: Canteen, Housekeeping, and Transport. M& E: Utility: HVAC, power, captive power: DG, UPS, STP, ETP ,FAS, PA,ARC,ACS) at multi – locations.: Energy/Water conservation projects.

6. Monitor site-wise action plan & implementation of schedules (PPM,PM, Monthly / Yearly work plan,KPIs)

7. Planning and monitoring the resource requirement and ensuring compliance to safety and service standards .Initiation and implementation of automated tools which enhance effectiveness

8. Regulatory compliance at the Site: (EB, Pollution Control,DISH,Shop & Establishment act etc.) Facilities Project Management: Managing project activities and handling the complete cycle of the project management entailing requirement gathering and final execution of projects.

9. Managing outsourced PMC Agencies/ Resources using appropriate communication, delegation and planning skills,& ensure successful transition to new sites as per business requirements. Manage several projects concurrently which are different in nature. e.g. projects around Facilities

10. Management, identifying/setting up of new Facilities etc. Responsible for implementing best EHS practices at site by complying with all site safety processes, Facilities Budgeting and Expense control ( Capex / opex)

11.Holding technical discussions with Architects, Consultants, Utility Suppliers, service providers, Contractors, Suppliers, Contractors, and Sub-Contractors for activities pertaining to facility management of:

Offices, Production Hangers, Software Parks, Guest Houses, R&D Centres, Hostels, Sales House, Clean Rooms (Class - 100,000) , Infrastructure Development: Power, Compressed Air, Water, Network, Telecommunication, Ventilation, HVAC,BMS, Captive Power, Gas & Fuel Storage, Fire Hydrant Lines, Smoke Detectors, PA System, CCTV, Warehouses, Medical Centre, crèche, Canteen, Hoists, Cranes, Security, Roads, Garden, Landscaping, etc.

12. Lead the execution of real estate projects including: property/facility acquisitions, dispositions, lease renewals, site selection and new plant start up, and other facilities-related projects. This work is done in partnership with the business unit customer, real estate broker, legal team and other stakeholders.

13.Scope Management - Solicit and organize customer requirements (Voice of the Customer), and track the status of project deliverables. Use of value package profile (VPP) : scope-defining document, and manage change: connections between multiple levels of scope detail. Train and/or mentor other in scope management. Collaborate with internal team for FM tenders/ services as per the approved policy for procurement : RFI’s and RFP’s)

14.Stakeholder Management And Communication – Identify, engage and manage stakeholders at many levels of the company and across many functions and across boundaries (geography/cultures/plants/suppliers) on high impact, cross-functional or multi-year initiatives on a project, program or groups of projects and programs. Overcomes obstacles and resistance among stakeholders. Effectively stratifies stakeholder needs and creates and execute communications plans to fit the unique needs of each type of stakeholder. Train and mentor others in stakeholder management.

15.Business Planning/Strategy - Perform business planning & strategic analysis at an advanced level in a wide range of situations with a broad business knowledge (customers, products, macro-economic trends). Negotiate with partners and others.

16.Oversee the physical construction process within the built environment from conception to completion, including management of related professional services for construction projects oversee Facility Managers in the maintenance and repair of plant equipment, buildings and grounds. Manage strategic financial decisions regarding investment in capital and resources and follow through on budgets, costs and resources Prepare and deliver presentations for senior management that may include feasibility analysis, business case studies, and project estimates

17.Conceptualizing, planning, procuring and executing activities related to environment, health & safety of contract labour ,developing and implementing procedures, control systems for managing projects, Working towards cost & quality standards & contractor management system (legal, health, safety, approvals & liaison with Local Statutory Bodies), leading efforts for streamlining processes and generating cost savings in projects.

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| C:\Users\admin\Desktop\Himanshu Photo.JPG  **HIMANSHU SARAN**  **TOP MANAGEMENT PROFESSIONAL - Facility Management, Infrastructure Project Management, Plant Engineering & Maintenance and Real Estate Management**  Achievement-driven leader with 30 years’ outstanding success in setting-up & spearheading all phases of operations of Facility, Project, Plant Engineering / utilities and Greenfield & Brownfield Plants / projects  -------------------------------------------------------------------------------------------------------------------  Targeting assignments as Facility / Infra - Project Head in IT / Manufacturing /Plant  Engineering & Maintenance / Utilities  himanshu.saran1966@gmail.com  +91 - 9145311476 / +91 - 9422249438 | | | | | | |
|  | | | | | | |
| core24x24icons Key Skills | | | |  | knowledge24x24icons Profile Summary | |
| |  | | --- | | Strategic Planning, Policy Formulation | |  | | Operational & Strategic Planning, Resource Planning & Budgeting | |  | | Facility Start-ups, Expansions, Operations & Maintenance | |  | | Space Planning, MOU Development, Property & Land Acquisition,P&L | |  | | Plant Engineering & Maintenance | |  | | General Administration (Purchase, Energy Conservation, Housekeeping, Transport, Cafeteria) | |  | | Audits, HSE Management, Energy / Water Conservation Projects | |  | | Statutory Compliance, Govt. Liaison | |  | | | | | * Impressive success in setting-up and managing large-sized facilities such as Industrial Projects (of 25 - 300 acres at multiple locations), Corporate Office, Software Parks / Offices (including Data Centers, 9 Lakh -20 Lakh Sq. Ft. of Towers & IT centers), Corporate & Sales Office, R&D centers and Manufacturing Plants (Auto Ancillary, Power, Diesel & ABS) * Independently set-up multiple Greenfield projects, of value up-to INR 500 Crores (from concept to completion) involving acquisition, estate management, merger & acquisitions, articulation of legal documents, agreements & MOUs, discussion with architects & consultants and vendor management * Significant contributor in maximizing company profitability by effectively controlling costs, cultivating high-margin opportunities, and introducing process improvement (through Lean, Cost/Benefit Analysis, DBE, so on) * Skilled in spearheading administrative & facility operations with focus on top-line & bottom-line performance, cost control and highest level of customer satisfaction, through outstanding leadership expertise * Proven ability in directing operations of facilities of all size/dimensions including general management, budgeting, P&L, staffing, contracts, / renovation, preventative / grounds maintenance and system upgrades * Recognized manager and leader with confidence needed to guide start-up or troubled program operations to profitability | |
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| career24x24icons Career Timeline | | | | | | |
| Robert Bosch GmbH as Asst. Manager - Technical Engineering  C.B. Richard Ellis, Pune as Chief Engineer  Robert Bosch GmbH as Dy. General Manager (Plant, Facility, Projects & Real Estate)  Robert Bosch GmbH as Trainee / Assistant Engineer - Design   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  | | **1987 - 1991** | **1991 - 1998** | **1999 - 2004** | **2004 - 2010** | **2010 - 2012** | **2012 - 2015** | **2015 - 2017** | |  |  |  | **Robert Bosch GmbH as Dy. Manager / Manager - FCM Department** |  |  |  |   **Robert Bosch GmbH as Engineer – Purchase / Senior Engineer - Plant**  **Cummins, Pune as General Manager (Role: Regional Head Facility**) | | | | | | |
| * Soft Skills | | | |  | **Director Operations : Indian School of Business**    2017 - 2019   * Education | |
| Communicator Innovator  Thinker  Collaborator Intuitive | | | |  | * **PGDOM (HRM)** from Indira Gandhi National Open University, New Delhi in year 1995 * **B.E. (Electrical)** from Indian institute of Technology, Roorkee in 1987 | |
|  |  | | | | |
| * Work Experience   **June’17 – July-19’**  **Indian School of Business** | * Growth Strategy , Strategic Planning, Expansion Planning, General Administration * Real estate & Facility Management at Hyderabad & Mohali ( 300+ Acre),Budget forecast / Management, Statutory compliance * Interface with Government Bodies / Corporates / Project acquisition / delivery / Resolution of operational bottlenecks * Lead executive education programs / Vendor management / service outsourcing | | | | |
| **Dec’15 – May’17**    **Projects Handled:**   * Since May’16: Cognizant: 13 sites (9 Mumbai & 4 Pune) - Facility, Projects, Energy & Infra & Real Estate for 2nd Phase SEZ * Dec’15 – Apr’16: Capgemini: Transition Management of PAN India (23 locations)   **Facilities Set-up & Managed**   * Offices, Production Hangers, Software Parks * Guest Houses, R&D centers,Hostels,Residential * Sales House, Clean Rooms (Class - 100,000) * Infrastructure (Power, Compressed Air, Water, Network, Telecom, Ventilation, HVAC, BMS, Captive Power, Gas & Fuel Storage, Fire Hydrant Lines, Smoke Detectors, PA System, CCTV, Warehouses, Medical Centre, Crèche, Canteen, Hoists, Cranes)   **Utilities Handled**:   * 132kV / 33kV /11kV Sub-station; Automatic Voltage Regulator 11kV, 1000kVA, 2000kVA & 800kVA * HT (11kV) & LT Generator, Sound Proof Canopy * 4MVA to 14 MVA Transformers, Cabling, Protection, Relaying * Fire Hydrant Line, Street Light, Building & Factory Lighting, Effluent & Sewage Treatment Plant, Fire Alarm System * High Pressure & Low Pressure Air Distribution, Air Compressors * Bus-ducts (5000A), Utilities for AC & Ambiators * UPS up-to 2000 kVA & No Break Power Supply * Ventilation Plants & Air Conditioning Equipment * PLC: Siemens (S5/S7), Bosch (PC200, PC400, CL300, CL100), Messung (XMP, Nexgen, CNC, NC), Siemens (810D, 840D, 810GA3, 2100, 200, 8800, Fanuc, Bosch, Bahmuller * High Frequency Converter Up-to 2000 Hz- Acomel, Vacon, Control Technique * AC/DC Drives (Analog/Digital) * VFDs: Siemens, Mitsubishi, Danfoss   **Jan’12 – Sep’15** |  | | **C.B. Richard Ellis, Pune as Chief Engineer**  World’s premier, full service Real Estate Services Company  **Responsibilities**:   * Devising & deploying strategies, functional policies, process /procedures and controls to for effective / efficient operations * Contributing strategic inputs for expense control, space optimization and CIP (Continuous Improvement Process) * Setting-up & maintaining new Facility Infrastructure as per ISO standards, from the stage of identification of land including short listing of sites * Providing support for Real Estate projects including drafting of project proposals, legal documents, agreements & MOUs and related documents * Following-up with government departments and agencies for obtaining project related sanctions; forming alliances with the business unit customer, real estate broker, legal team and other stakeholders * Drafting SOPs/ vetting of SLAs on facility management, transportation, administration and security; preparing & implementing emergency response plans and disaster recovery plans * Ensuring optimum utilization of space and maintenance of various interiors by adopting latest trends and proper maintenance of building services (like Electrical, Air-Conditioning, Plumbing, Security Management, CCTV, Access Control & Fire Detection System, Fire-fighting, so on) * Supervising outsourced services such as Technical, Housekeeping, Pantry, Transportation and Cafeteria; ensuring healthy and hygienic food to employees through regular food trials with various new food vendors; making smooth arrangements for food required during office and client meetings * Formulating policies related with transportation; ensuring on-time 24/7 transportation to optimally utilize productive man-hours * Facilitating preventative & upgrade maintenance of equipment and maximizing equipment up-time through Lean & TPM programs * Managing corporate procurement for professional services, M&E, goods and services and IT software & hardware; ensuring correct forecasting of supplies to maintain optimum inventory level * Maximizing customer satisfaction by identifying customer requirements (Voice of the Customer) and monitoring service delivery to all business stakeholders across all regions office/properties * Controlling all operational functions such as 24\*7 Helpdesk, Site Maintenance, KPI/SLA Tracking, Compliance, Audit & Expense Control * Monitoring regulatory compliance at site (in terms of EB, Pollution Control, DISH, Shop & Establishment Act) * Driving implementation of HSE best practices at all sites * Building & maintaining relations with stakeholders across levels, functions and boundaries (geography/cultures/plants/suppliers) * Framing strategies for overcoming obstacles and resistance from stakeholders by catering to their needs   **Significant Accomplishments**:   * Optimized operations by reducing operating budget by INR 12 Crores within 3 months by reducing contracted costs and instilling financial discipline & energy saving & equipment retrofit. * Enhanced internal customer satisfaction by 12% in 2 months through effective supply-chain management initiatives and flexible maintenance practices including more efficient inventory & maintenance tracking system thus saving INR 3 Crores in operating expenses by minimizing unnecessary purchases, contracts & labor costs * Successfully improved inter-departmental communication through interaction & engagement measures * Slashed material costs by 18% by developing 3 new cost effective vendors * Successful in delivering administration cost savings through various strategic measures such as developing new AMC vendors, new project interior vendors, Multi task FM vendors for different locations. * Achieved space optimization and consolidation in the unit thereby delivering an annualized savings of INR 25 Lacs * Developed and implemented several process improvement measures such as: * Introduced multiple vendor system for food to improve competitiveness and provide better food options to employees, thereby enhancing the cafeteria standards * Methodology for ensuring proper accounting and tracking of transportation cost, thus facilitating charge back of cost of each employee to the concerned departments / programs   **Cummins, Pune as General Manager (Role: Regional Head Facility)**  Global Power Leader, a corporation of complementary business units that design, manufacture & distribute technologies such as fuel systems, controls, air handling, filtration, emission solutions and electrical power generation systems  **Significant Accomplishments**:   * Led roll-out of Facility & Building projects (valued at INR 600 Crores) of Corporate Office, technical Center, Plants & Sales Offices across India(Pune, Phaltan , Ranjangoan,Silvasa,Nagar,Dewas,Pithampur,Jamshedpur,Mumbai & sales offices across India & so on. * Drove the project right from the stage of identification of locations including short listing of sites; provided support for drafting of project proposals, legal documents, agreements & MOUs and related documents; followed-up with govt. for obtaining project related sanctions * Facilitated uninterrupted RM work for smooth functioning of branches by identifying a new FM vendor * Managed general administrative activities including asset management, vendor management, travel, events, housekeeping, security and branch expense & cost control * Facilitated reduction in expenses by cost saving initiative through OPEX negotiation, rent reduction, electricity saving through optimum utilization by awareness and day light eliminations, equipment efficiency monitoring & introduction of contemporary technology. | | |
| **Nov’87 – Jan’12**  **Growth Path**:   * Nov’87 - Apr’89: Trainee (Design Dept.), Bangalore * May’89 - Apr’91: Asst. Engineer - Design, Bangalore * May’91 - Apr’94: Engineer - Purchase, Bangalore * May’94 – Apr’98: Sr. Engineer - Plant Engineering & Maintenance, Nashik * May’99 - Jan’04: Asst. Manager - Technical Engg., Nashik / Jaipur * Feb’04 - Apr’07: Dy. Manager - FCM Department, Nasik/ Jaipur / Bangalore * May’07 - Dec’10: Manager - FCM Dept., Nasik/ Chennai * Dec’10 – Jan’12: Dy. General Manager (Plant, Facility, Projects & Real Estate) – Brakes Division, Pune, Jalgoan, Manesar & Sitarganj | **Robert Bosch GmbH: Pune, Nashik, Bangalore, Jaipur, Chennai, Coimbatore, Pune, Germany(Stuttgart),France(Rodex) & Switzerland(Locarno)**  German MNC offering end-to-end Engineering, IT and Business Solutions  **Projects Executed**:   * Integration of Kalyani Brakes (purchased by Bosch) into Bosch Systems; Role: Stakeholder Management across geographies, cultures, plants & suppliers * 1999 – 2010: Plant, Facility & Projects Management at Bangalore, Nasik, Jaipur, Coimbatore, Chennai & Goa; Role: Simultaneously managed multiple projects related with Plant, Offices, R & D center, Residential & IT Building; slashed cost on service & projects by 3% * Facility Management at various Bosch plants (IT: RBEI / Non-IT, Industrial: Fuel System, Corporate, Sales Offices, R&D, Data centers, Packaging, Brakes, Power Tools) Pan India: Bangalore, Chennai, Coimbatore, Nashik, Jaipur,Goa,Pune & Sales offices across India , so on * 1996 – 1999: Planning, Project & Procurement of New Manufacturing Hanger for DSLA Injector Manufacturing at Nasik & IT Building at Bangalore; implemented energy conservation measures leading to energy savings of 7% * 1993 – 1996: Purchasing for Nasik Plant; Role: Extensive outsourcing (40% of total maintenance cost) of plant engineering & services for cost optimization and reduction of MTTR & MTBF * 1991 – 1993: Plant Engineering & Maintenance of Diesel Systems at Nasik; Role: Led a team of 60 electricians, mechanics & engineers * 1989 – 1991: Machine Building at BOSCH, Bangalore; Role: Design of SPMs (Special Purpose Machines) and Step Motor Controller for Tip Grinding Machine for Spark Plugs * Upgrade of Bosch, Bangalore, Nashik, Jaipur, Bangalore & Coimbatore (IT Centre), Chennai (Auto Component), Pune, Jalgoan, Manesar, Sitarganj & Sanand (Brakes Division) with Utilities   **Significant Accomplishments:**   * Headed end-to-end plant engineering & maintenance initiatives involving: * Automation, design and management of capital improvement projects & technology development of conventional machinery * Implementation of preventive and predictive maintenance programs * Development of Apprenticeship-Training Program in conjunction with local Vocational-Technical School to improve technical skills of operating staff * Decreased plant downtime by 10% through standardization of equipment, machinery & controls and through automation & technology upgrade * Pioneered outsourcing of non-critical services for cost optimization * Conceptualised, developed & initiated: * FTM (Fault Tree Maintenance) & corrective actions for plant & equipment master data updating & analysing major breakdown time incidence * Process to link product cost with energy cost & maintenance cost (units per value added output) for quantification & cost control * Energy Optimization Project in Utilities & Productions Machinery leading to 7% reduction in energy cost * Automation to reduce downtimes MTTR & MTBF * Up-gradation of machinery through technology enhancement: PLC / CNC, Drive Replacement, so on * RCA / FTM through Automation * Successfully managed facility consisting of: * Offices, Production Hangers, Software Parks, Guest Houses, R&D Centres * Sales House, Clean Rooms (Class - 100,000) * Infrastructure: Power, Air, Water, Network, Telecommunication, Ventilation, HVAC, BMS, Captive Power, Gas & Fuel Storage, Fire Hydrant Lines, Smoke Detectors, PA System, CCTV, Warehouses, Medical Centre, Canteen, Hoists, Cranes, Security, Roads, Garden, Landscaping, so on * Won Promising Engineer Award by Institution of Engineers in 1999 * Hand-picked by management of the organisation for representing West - Zone in Young Manager's Competition conducted by AIMA in 1999 | | |
| * Trainings   Attended    Professional Affiliation  personaldetails24x24icons Personal Details | |  | * Managerial Development Program at NIITE, Mumbai and XLRI, Jamshedpur * GLDP (Global Leadership Development Program) * 4 to 6 months Project Planning & Management) Program organized by Bosch, held at Rodez (France), Bamberg & Stuttgart (Germany) * Energy Auditor & CIP (Continuous Improvement Process - Kaizen) Moderator held at Bosch, Germany * Siemens PLC, CNC and Drives * Negotiation Skills * Member of the Institution of Engineers: Energy Committee (Regional Level)   **Date of Birth:** 27th July 1964  **Address:** E-402, The Parkland Balewadi, Pune – 411045, Maharashtra  **Languages Known: Hindi, English, Marathi, Kanada, German & French** | | |