

SIVAPRASAD

STOREKEEPER & MACHINE SHOP COORDINATOR

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Al Jubail, Saudi Arabia

PROFESSIONAL SUMMARY

Experienced and dependable Storekeeper and Machine Shop Coordinator with over 20 years of expertise across Saudi Arabia and India in store management, CNC operations, and workshop coordination. Proven ability to manage inventory, ensure timely material flow, and support smooth machine shop operations. Skilled in CNC programming, precision machining, spare parts handling, and ERP-based inventory systems. Recognized for strong technical knowledge, attention to detail, and commitment to workplace safety and operational efficiency.

AREAS OF EXPERTISE

- Warehouse Operations & Material Handling
- Stock Level Monitoring & Reorder Planning
- Workshop Tools & Equipment Management
- CNC Machine Operation
- Machine Shop & Workshop Coordination
- Technical Drawing Interpretation

PROFESSIONAL EXPERIENCE

CNC Operator

2022 - PRESENT

Alaa For Trading Co. - Jubail, Saudi Arabia

- Set up and operate CNC machines (lathe/milling) to produce precision components according to engineering drawings and specifications.
- Perform machine adjustments, tool changes, and offsets to ensure accurate and efficient production.
- Interpret technical blueprints, schematics, and CAD drawings to determine sequences and tolerances.
- Monitor machine performance, troubleshoot issues, and perform minor maintenance to reduce downtime.
- Ensure all parts meet quality standards and dimensional accuracy through detailed inspections and documentation.
- Maintain a clean and organized work environment by following safety protocols and 5S standards.
- Collaborate with engineers and production supervisors to improve machining processes and optimize cycle times.

CNC Operator

2013 - 2022

Alaa For Trading Co. – Al Qassim, Saudi Arabia

- Operated CNC lathe machines to produce precision parts as per technical drawings and specifications.
- Handled counter sales by assisting customers, generating invoices, and processing transactions.
- Performed CNC machine setup, tool changes, and regular maintenance for optimal performance.
- Maintained inventory levels for counter and machine shop materials, coordinating with the store.
- Interpreted engineering drawings and programmed CNC machines using Fanuc controls.
- Provided technical support to walk-in customers regarding machine parts and product selection.

CNC Turner & Programmer

2008 - 2012

CNC Automotive – Bangalore, India

- Programmed and operated CNC turning machines using Fanuc controls for precision machining tasks.
- Interpreted technical drawings and CAD models to develop accurate machining programs.
- Set up tools, fixtures, and workpieces to ensure proper alignment and tolerance accuracy.
- Conducted quality checks using measuring instruments like micrometers, calipers, and gauges.
- Maintained machine logs, tool records, and ensured adherence to safety and quality standards.
- Coordinated with the production team to meet daily output targets and reduce downtime.

CNC Turner & Programmer

2006 - 2008

Sant Valves Pvt. Ltd. – Jalandhar, Punjab, India

- Programmed and operated CNC turning machines to manufacture valve components with precision.
- Interpreted technical drawings and adjusted machining parameters to meet product specifications.
- Conducted regular quality checks using precision measuring tools to ensure dimensional accuracy.
- Performed machine setup, tool changes, and routine maintenance to minimize downtime and ensure efficiency.

CNC Operator

2004 - 2006

Leader Export Industries, Jalandhar, Punjab, India

- Operated CNC machines to manufacture metal components as per production drawings and specifications.
- Loaded raw materials, set up tools, and monitored machine operations to ensure smooth workflow.
- Inspected finished parts for quality and dimensional accuracy using calipers and micrometers.
- Maintained daily production logs and ensured machine cleanliness and basic maintenance.
- Followed safety protocols and standard operating procedures to maintain a hazard-free work environment.

EDUCATION

Computer Proficiency Training

AutoCAD 2007 & MS Office — 2007

CNC Training – Fanuc Control

CAD/CAM Technologies, Chennai — 2007

I.T.I – Turner Trade

Board of Technical Education, Kerala — 1995 – 1997

S.S.L.C (Secondary School Leaving Certificate)

Board of Education, Kerala — 1994

PROFESSIONAL SKILLS

- Inventory Management & Stock Replenishment
- Material Receiving & Verification
- Storekeeping & Warehouse Organization
- Spare Parts Handling & Tagging
- Issuing and Tracking Materials to Departments
- Stock Level Monitoring and Reorder Planning
- Documentation & Record Maintenance
- ERP and Inventory Software
- Coordination with Procurement & Suppliers
- CNC Machine Operation & Setup
- Machine Shop Workflow Coordination
- AutoCAD & CAM

SOFT SKILLS

- Attention to Detail
- Time Management
- Problem-Solving
- Team Collaboration
- Communication Skills
- Organizational Skills
- Adaptability
- Work Ethics & Reliability
- Multitasking
- Decision-Making
- Accountability

ADDITIONAL INFORMATION

- Date of Birth : 11/05/1980
- Nationality : Indian
- Gender : Male
- Marital Status : Married
- Languages Known : English, Arabic, Hindi, Malayalam
- Visa Status : Employment Visa - Transferable