
POOJA SHARMA

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PROFESSIONAL SUMMARY

Manufacturing Engineer - Estimator - Industrial Engineer Mechanical CAD Drafter with 3+ years extensive experience. Strong familiarity with metal fabrication and machining practices. Results-driven Electrical Engineering professional with impressive analytical and technical support abilities. Talented professional with an extensive background in electrical engineering, specializing in project coordination and manufacturing processes. Competent Electrical Engineer with over five years professional experience and a strong ability to mentor others. Skilled CAD Drafter with 2+ years experience working with speed and accuracy on large-scale commercial projects.

SKILLS

- PCB layout design
- Mechanical drafting
- Structural drafting
- Architectural drafting
- Mechanical drafting
- HVAC design/drafting
- Microcomputer controlled systems
- Underground electrical systems
- Analog/digital modulation
- Software/hardware QA
- Patternmaking
- Passion for design
- Exceptional organizational skills
- Proficient in Adobe Illustrator
- Superb eye for style
- Fashion styling
- Trend forecasting
- Sewing
- Expertise in print and textile design
- Quality control
- Excellent time management

WORK HISTORY

Data analysis, 11/2008 to 05/2013

Blue Star production – Shoreview, MN

- Performed data analysis and provided recommendations to achieve [goal]
- Saved 8% on supply costs by working closely with suppliers to ensure that all components met department quality standards.
- Played key role in designing [project] that resulted in [positive outcome].
- Reduced amount of scrap product waste, saving 70,000 pounds of material per year, lowering shipping costs by \$40,000 annually.
- Spearheaded development of Quality Control and Management Department.
- Analyzed departmental space requirements and created specialized text/graphic output for use in annual budgeting.
- Coordinated manufacturing, construction, installation and maintenance projects for engineering team to complete per customer requirements.

Fashio Designer, 03/2003 to 01/2007

Prem Sharma Boutique – India

- Repaired and replaced defective garment parts, including pockets, pocket flags and coat linings.
- Let out and took in seams in suits and other garments to improve fit.
- Positioned master pattern in clamp of grading device and set device to specified size.
- Rehearsed cat walks and special choreography in preparation for fashion exhibits.
- Steamed and ironed fashion items in preparation for professional photo shoots.
- Negotiated with vendors on availability, product specs, distribution, delivery deadlines and price.
- Took up and let down hems to shorten or lengthen garment parts.
- Attended and participated in extensive rehearsals for the fashion show.
- Led the aesthetic creation of new fashion products.

- Offered valuable feedback on model selection, fit and effectiveness on set.

EDUCATION

Master of Arts: Engierring, 2003

Guru Nanak University - Amritsar, India

- Student government representative
- Coursework in Environmental Systems Design

Bachelor of Arts: Fashion designing, 2001

APJ college of Arts - Jalandhar, India