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# Manisha Swain

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## SKILLS

Project Management

Vendor management

MS Office, MS Project

Operational excellence

Cost optimization

Capital budgeting

Stakeholder management

Strategic Negotiation

Leadership

## EXPERIENCE

### **Bajaj Auto Ltd.-Manager** *(Since Feb 2022)*

#### **Program Management- New product development**

- Created schedule based on critical path analysis, work breakdown structure and execution plan for new product development and monitored activities throughout the lifecycle for multiple projects- 2w & 3w electric vehicles.
- Managed projectwise change content, calculated impact on timeline and cost based on inputs from manufacturing, testing and component development
- Managed the effective flow of information to align stakeholders to the necessary changes in the project and timeline.
- Monitored the actual progress against scheduled progress, identified potential risk and ways of mitigation
- Estimated product cost with support from Finance and purchasing every quarter and analyzed the cost impact/saving of design changes.
- Reported project status update, roadblocks, proposed corrective measures and impact on overall schedule to top management

### **Maruti Suzuki India Ltd.- Manager** *(June 2011- Jan 2022)*

#### **Project Management**

- Owned end to end project delivery for new manufacturing plants for Engine Assembly and introduction of new engine models in existing manufacturing units
- Oversaw the development, manufacturing and installation of 100+ machines and conveyor units while managing 20+ suppliers simultaneously to integrate the entire system
- Consolidated and analyzed past breakdown data, brainstormed solutions in cross functional teams and ensured zero repeated faults during inspection and installation
- Developed the process plan, failure mode effect analysis chart and devised cost efficient mechanisms to detect and prevent failure
- Formulated change management plans in case of change in scope, schedule and budget and implemented the change with necessary discussion and approval.

#### **Operational Excellence**

- Modified the traceability system for model identification and interlocking during assembly and ensured 100% data retrieval for all components and inspection parameters.

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- Introduced signals in the HMI of complex machines to simplify the operations for production and to ease troubleshooting for maintenance.
  - Designed experiments by changing parameters of the crank seal pressing mechanism and analyzed data to redesign the inspection process to eliminate faulty rejection of crank seal.
  - Observed and eliminated flaws in existing poka-yoke process flow and standardized the new process flow of poka-yoke across the company.
  - Implemented gravity based material flow system instead of trolley based system to maximize space and minimize transportation waste.
  - Analyzed process details, redistributed processes and reduced waste to reduce the cycle time at the bottleneck station by 3 seconds.
  - Introduced a lower capacity sealant pump system ( 1st of its kind in Maruti) for a low volume engine model and reduced sealant waste by 18 kg/month and machine cost by 2 Million INR.

### **Procurement**

- Performed supplier selection, contract negotiation, leadership approval, procure to pay cycle, FTA benefit related documentation
- Developed and coached 3 people to manage the capital budget planning, scheduling, procurement and timely implementation of activities
- Optimised cost estimation and negotiation strategy based on zero based costing, past data point reference, market fluctuation analysis for complex CAPEX procurements worth more than 20 Billion INR and saved more than 1 Billion INR
- Negotiated (was one of 3 people nominated from Maruti Suzuki) jointly with Suzuki Motor Corporation, Japan for the new plant set up in Gujarat
- Contributed to formulation of procurement policies, procedures, workflow and work distribution as a part of cross functional team
- Designed a data management system and consolidated past procurement data for ease of reference, comparison, analysis and cost optimization
- Initiated the localization of foreign service during Covid-19 and achieved a cost saving of 2 MRs

### **INTERNSHIPS**

Bhabha Atomic Research Center, Mumbai (May-July 2009) (Summer Research Fellowship)

Hindustan Aeronautics Ltd., Bangalore (May-July 2010) (Industrial Project)

### **EDUCATION**

NIT, Rourkela, India - B.Tech (Mechanical Engineering) (2007-2011) (CGPA- 8.86)

B.J.B. Junior College, Bhubaneswar, India ( HSE, Odisha- 12th) (2007) (89%-15th rank in the state)

### **AWARDS**

Won the first prize in the state in Uranium Talent Search-2004 and was awarded by the Governor

Got the “GEM-Go the Extra Mile” Award from CTO in Bajaj Auto

Was selected as a Finalist in Jombay’s “ 1000 Women Leaders Program”