



# Deepanjali Rajput

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Chaziabad, India

An accomplished and results-driven professional with comprehensive experience in Project Planning, Management, Coordination, Execution, and Commissioning within the City Gas Distribution (CGD) sector.

Seeking to contribute my skills in project planning, SAP S/4HANA operations, and data-driven reporting to ensure timely project completion, cost control, and stakeholder satisfaction.

## Work Experience

### Torrent Gas Limited

Executive Engineer , Zirakpur Punjab

| 15-07-2024

#### SAP OPERATIONS AND DOCUMENTATION EXPERTISE

- SAP Proficiency: Proficient in handling end-user tasks in SAP S/4HANA, including creating purchase requisitions and PO amendment requests.
- Complaint and Order Management: Managed customer complaint notifications and plant maintenance order processing, ensuring swift resolution.
- Inventory Tracking: Recorded material consumption and tracked available inventory in the store through SAP, maintaining optimal stock levels.
- SES Processing: Processed Service Entry Sheets (SES) for Projects and O&M monthly bills, ensuring accurate and timely billing.
- Handled SAP Move-In process for new customers, ensuring accurate account setup, documentation, and seamless integration into the billing system

#### PROJECT PLANNING

- Project Execution: Planned, executed, and commissioned MDPE laying projects, connecting new industrial and commercial customers
- Documentation and Liaison: Prepared comprehensive project documents, liaised with local authorities for necessary approvals
- Safety Management: Conducted safety activities including Toolbox Talks (TBT), Hazard Identification and Risk Assessment (HIRA), emergency plans, and work permits.
- Customer Coordination: Coordinated with industrial and commercial customers, prepared feasibility reports, monitored installation progress, and commissioned numerous commercial and industrial customers
- Stake Holder Management : Coordinated with internal teams, contractors, vendors, and government authorities to ensure smooth execution of MDPE pipeline projects and CNG station operations.
- Emergency Response Supervision: Supervised a 24/7 emergency teams to resolve customer complaints and third-party damages on natural gas pipelines.

#### REPORTING & DATA MANAGEMENT

- Prepared and maintained Daily Progress Reports (DPR) to track MDPE pipeline laying, CNG station activities, and customer connection status, ensuring timely completion of project milestones.
- Developed and managed CNG Daily Sales MIS reports, enabling management to monitor sales trends, consumption patterns, and station performance.
- Generated and analyzed LUAG (Loss, Unaccounted for Gas) reports, identifying discrepancies and supporting corrective action to minimize losses.

## Skills

- SAP MM
- SolidWorks, Siemens NX (Basic)
- Microsoft Excel, PowerPoint
- Stakeholder Management
- PO Amendment & PO closure
- Process Documentation
- Customer Service
- Project Management

## Conference Publication

Investigation of shape memory alloy reinforced aluminum metal Matrix composite | 74th International Astronautical Congress

## Academic Background

2020-2024

CGPA | 7.86

Ajay Kumar Garg Engineering College | AKTU

- Bachelor's of Technology | Mechanical Engineering

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2019

12th | 87%

Vanasthali Public School | CBSE

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2017

10th | 95%

Vanasthali Public School | CBSE