



VAIBHAV PUNDLIK PATIL

ASSISTANT MANAGER– TATA Consulting Engineers Ltd.

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PROFILE

Committed Project Engineer with a proven track record in delivering challenging customized apps and web portals for internal business and administrative needs of the organization.

With continuous efforts and improvements, and over 2 years of experience in customizing Salesforce using custom objects, fields, workflows, validation rules etc., I have built good engineering background and understanding of Salesforce Lightning Framework. Also, having worked in multitude of internal projects with different user groups, I am able to collaborate with senior stakeholders, lead project teams and ultimately deliver focused results on time and with required features.

KEY SKILLS

- Salesforce – Lightning Experience
- Reports, Dashboard, Objects, fields
- Data Loader, Workflow
- Lightning Web Component (LWC)
- Engineering Support

EXPERIENCE

TATA Consulting Engineers Ltd. | Assistant Manager

Sep 2019 - Present

Project: Electronic Document Management System – EDMS (TCE Internal Document Management and Workflow Management Portal)

Outline:

This is the document management portal for flow of documents inside the organization, its tracking of activity completion, current document pending stage and the user with whom the document is pending, approval workflow, project completion etc. The project has been in application enhancement and support mode, which was further taken up for up gradation as per user feedback.

Key Responsibilities:

- Created Workflow Rules, Page Layouts, Approval Processes, Tasks, Email Alerts, Field Updates and Outbound Messages to manage the Workflow & Approvals.
- Worked on the various custom as well as standard objects like Documents, Tasks, Report, Correspondence, Projects etc.
- Created new custom fields, custom tabs, components, custom reports.
- Created custom reports based on business need and associated them to Dashboard.
- Created Profiles, Roles based on Organization role hierarchy and implemented Record-Level and Field-Level security and configured their sharing settings.
- Worked on Record Types, Validation Rules, Triggers and Page Layouts.
- Developed field and page layouts customization for the standard objects like Account, Contact, Lead.

EDUCATION

BE: Mechanical

2012-2015

First Class with Distinction: 66%

Mumbai University

Diploma : Mechanical

2008-2012

First Class with Distinction: 74.15%

Government Polytechnic Mumbai

Secondary School Certification

2007-2008

First Class with Distinction: 88.15%

Maharashtra State Board

PERSONAL INFO

- Bate of Birth: 24th May 1993
- Marital Status: Married
- Languages: English, Hindi, Marathi,

- Providing training and support for users.
- Participated in cross-functional teams to address strategic issues involving development.

Project: Expense Management System - EMS (TCE Internal Trip Expense Management and Record Portal)

Outline:

This is the expense management portal for creating trip, its approval, requesting advance against trip, adding daily expenses, uploading documents etc.

Key Responsibilities:

- Managed the user base on the system, setting up user profiles, security roles and views
- Created custom objects, page layouts and reports, and customized and maintained dashboards.
- Modified and built reports for project managers, admin and finance teams based on their needs.
- Data validation/reconciliation – regularly audited and validated data for completeness and accuracy.
- Maintained connected Apps and assist users.

RP Engineers Pvt Ltd. | Engineer Trainee

May 2016–Aug 2019

- Automation and standardization of Engineering Calculations using Macros and VBA in MS Excel.
- Understanding the requirements of core projects team and providing engineering support.
- Project management related activities, making project schedules, tracking of deliverables, organizing client and team meetings etc.
- Understanding the requirements of core projects team and providing engineering support.

Doors & Doors Systems (I) Pvt Ltd. | Engineer Trainee

Aug 2015–April 2016

- Planning, directing and coordinating the production activities in the production shop floor
- Preparing product GA drawings using Auto cad.
- Review the master production schedule and work order and checking incoming material.
- Controlling and monitoring the production process flow and adjust in the schedule as needed.
- Monitoring and managing the raw material inflow, machinery, process planning and overall arrangement
- Communication with the immediate senior and the management with update on the work progress, production report and MIS