

## **NPC Consultant Professional Profile**

### **I. Personal Information**

**Name:** SUBHRA SEAL

**Date of Birth:** 21.12.1986

**Current Position & Domain:** DEPUTY DIRECTOR (IE)

**Office Location:** REGIONAL DIRECTORATE GUWAHATI

**Languages:** ENGLISH , HINDI, BENGALI, ASSAMESE

**Contact:** [subhra.seal@npcindia.gov.in](mailto:subhra.seal@npcindia.gov.in) ; +91-8486017697



### **II. Professional Summary**

Results-driven professional with Post Graduation in Industrial Engineering and 13 years of experience in organizational development, process optimization, and the implementation of international standards. Adept at impact assessment, monitoring, and evaluation of government schemes, enhancing efficiency, governance, and strategic growth through data-driven solutions.

### **III. Areas of Expertise**

**Primary Domains:** Industrial Engineering

**Specialized Skills:** Manpower Planning, Process Optimisation, Organisational Development, Scheme Evaluation and Monitoring, Impact Assessment Studies etc.

**Industry Focus:** Across all Manufacturing sectors, Government Organisations, PSUs etc.

### **IV. Professional Experience**

**Current Position:** Dy Director **Organisation:** National Productivity Council, Guwahati **Duration:** April 2023 - till Date

#### **Key Responsibilities:**

- Executing diverse consultancy assignments across various sectors, delivering strategic insights and solutions.
- Design and conduct training programs on both residential and in-company bases, customized to industry requirements.
- Prepare detailed reports, ensuring accurate documentation, analysis, and presentation of findings for effective decision-making.

**Previous Position:** Assistant Director **Organisation:** National Productivity Council, Guwahati **Duration:** October 2015 to March 2023

#### **Key Responsibilities:**

- Executing diverse consultancy assignments across various sectors, delivering strategic insights and solutions.

- Design and conduct training programs on both residential and in-company bases, customized to industry requirements.
- Prepare detailed reports, ensuring accurate documentation, analysis, and presentation of findings for effective decision-making.

**Previous Position:** Assistant Manager **Organisation:** Amalgamated Plantations Pvt Ltd. **Duration:** August 2012 to September 2015

**Key Responsibilities:**

- Managed tea production and plantation operations, ensuring efficiency and best agricultural practices.
- Oversaw industrial relations and labor welfare, fostering a compliant and productive work environment.
- Maintained the quality of made tea through stringent quality control measures and industry best practices.
- Ensured compliance with statutory guidelines and implemented international standards for operational excellence.

**V. Major Project Experience in NPC [For each significant project, include:]**

**Project Title:** Organisational Study at Bokaro Steel Plant

**Client Name:** Steel Authority of India Ltd.      **Type:** PSU      **Sector:** Steel

**Role:** Team Member

**Duration:** 8 months

**Problem Definition:** The study aimed to determine the optimal manpower requirement for efficient operations at Bokaro Steel Plant and to recommend organizational restructuring across all sections.

**Recommendations Made:** A comprehensive workload analysis was conducted using various Industrial Engineering (IE) methodologies. Based on the findings, recommendations were made to:

- Establish an optimum manpower strength for different operational areas.
- Implement hierarchical restructuring to enhance the span of control and streamline decision-making.

**Impact Created:**

The study led to:

- **Optimized and rationalized manpower allocation** ensuring efficiency.
- **Balanced workload distribution** across different functional units.
- **Effective resource reallocation** to improve overall productivity.

**Project Title:** Implementation of ISO 9001 : 2015 Quality Management System

**Client Name:** O/o Commissioner of Industries and Commerce      **Type:** Govt      **Sector:** -

**Role:** Team Member

**Duration:** 12 months

**Problem Definition:** The study aimed to implement and maintain the requirements of the ISO 9001 2015 Quality Management System.

**Recommendations Made:** A comprehensive assessment of the current business and official process was conducted to assess the gaps in systems in comparison to the ISO 9001 systems. The gaps were closed and systems implemented compliant to the ISO standards

**Impact Created:**

The study led to:

- **The Government department being ISO certified.**
- **More efficient and streamlined process.**
- **Effective resource reallocation** to improve overall productivity.

## **VI. Educational Background**

**Highest Degree:**

- **Degree:** Bachelor of Engineering
- **Institution:** Visveswariah Technological University **Type:** Full Time
- **Year:** 2009
- **Specialization:** IT

**Additional Professional Qualifications:**

- Post Graduation in Industrial Engineering from Ambedkar Institute of Productivity
- Is trained by productivity experts from Asian Productivity Organization (Japan) as a part of In-Country Training Program for Developing Productivity and Quality Practitioners
- Certificate in Project Management (CIPM)

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that I shall be responsible for any willful misstatement described herein.

Date: 10.02.2025

Place: GUWAHATI



[SUBHRA SEAL]

## **Profile Update History**

Last Updated: [10.02.2025]