ARUN KUMAR SAINI

ITI Principal |Mechanical Engineer | Educator

Mobile: +91-9828223855 | Email: ersaini.arun007@gmail.com
Location: Khetri, Rajasthan, India

PROFESSIONAL SUMMARY

Accomplished Mechanical Engineer and institutional leader with 14+ years of progressive experience in technical training, mechanical engineering education, and operational management. Expertise in CNC machining, NCVT curriculum delivery, and institutional leadership. Proven track record of developing skilled workforce, connecting students with industry, and driving excellence in technical education. Seeking senior leadership roles in engineering education and industrial training operations.

CORE COMPETENCIES

- **Technical Expertise:** CNC Machining & Programming | Mechanical Engineering | Practical Training | CAD/CAM | Machine Tools | Industrial Equipment
- **Leadership & Management:** Team Leadership | Faculty Supervision | Budget Management | Staff Development | NAPS Coordination
- **Educational Skills:** NCVT Curriculum Delivery | Syllabus Design | Student Mentoring | Practical Exam Management | Industry Liaison
- **Additional Skills:** Process Improvement | Technical Documentation | Problem Solving | Adaptability

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PROFESSIONAL EXPERIENCE

INSTRUCTOR(WCS)

BLM Pvt. ITI Rajota | Khetri, Jhunjhunu, Rajasthan | Oct.*2024 – March26*

- Lead institutional operations and academic management at reputed private ITI
- Manage financial allocations for raw materials, equipment, and daily training operations
- Supervise teaching faculty (Instructors) and non-teaching staff (15+ personnel)
- Coordinate student placements through National Apprenticeship Promotion Scheme (NAPS) with local industries
- Ensure quality standards in practical exams and maintain NCVT compliance
- Establish industry partnerships for apprenticeship programs

GUEST FACULTY

Government ITI Khetri | Jhunjhunu, Rajasthan | *February 2022 – October 2024*

- Delivered specialized mechanical engineering classes aligned with NCVT syllabus
- Conducted hands-on practical sessions.
- Evaluated student performance and provided academic guidance
- Maintained compliance with government ITI rules and regulations

MECHANICAL TRAINER

RUJ Skill School | Jaipur, Rajasthan | *June 2016 – July 2020*

- Trained 200+ students in practical mechanical skills and advanced CNC techniques
- Developed and executed skill development programs focusing on industry-readiness
- Provided hands-on training on CNC machines, lathes, and modern manufacturing equipment
- Conducted assessments and mentored students for certification

ASSISTANT PROFESSOR

Kautilya Institute of Technology & Engineering | Jaipur, Rajasthan | *October 2013 – May 2016*

- Taught mechanical engineering courses to B.Tech students
- Mentored 150+ students and supervised academic projects
- Contributed to curriculum development for practical lab sessions
- Conducted lectures in thermodynamics, mechanical design, and manufacturing processes

LECTURER

Stani Memorial Institute of Technology | Jaipur, Rajasthan | *November 2011 – October 2013*

- Conducted lectures in mechanical engineering subjects
- Developed course materials and laboratory manuals
- Evaluated student assignments and examinations

EDUCATION

Bachelor of Library Science & Information Technology | VMOU Kota | 2023 | 62%

Bachelor of Technology in Mechanical Engineering | JNIT Jaipur | 2010 | 68.08%

Higher Secondary Certificate | Board of Secondary Education, Rajasthan | 2005 | 61.54%

Secondary School Certificate | Board of Secondary Education, Rajasthan | 2003 | 77.67%

TECHNICAL TRAINING & CERTIFICATIONS

- Advanced CNC Training: Recent Trends in CNC Machining (1 month 15 days) | CIPET Jaipur | 2017
- CNC Programming: Summer Training (15 days) | CIPET Jaipur | 2010
- Industrial Exposure: 30-day Trainee Program | Hindustan Copper Ltd., Khetri | On-campus training
- Computer Literacy: RS-CIT | Vardhman Mahaveer Open University, Kota | 2018

KEY STRENGTHS

- Leadership: Strong team management and faculty supervision experience
- Adaptability: Quick to embrace new teaching methodologies and industrial standards
- Dedication: Committed to student development and institutional excellence
- Technical Proficiency: In-depth knowledge of CNC machining and mechanical engineering principles

- Industry Connectivity: Established relationships with local industries for apprenticeship programs
- Communication: Effective in curriculum delivery and stakeholder management

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ADDITIONAL ACHIEVEMENTS

- Published and presented research papers at international and national engineering conferences
- Successfully connected 100+ students with local industries through NAPS
- Trained students in latest CNC technology and manufacturing practices
- Maintained 95%+ student pass rate in practical examinations under NCVT standards

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COMPUTER PROFICIENCY

- Advanced: CNC Programming Software, CAD Tools
- Intermediate: Microsoft Office Suite, Google Workspace, Educational Management Systems
- Basic: Email & Internet Tools, Digital Documentation

LANGUAGES

- Hindi: Native Speaker
- English: Professional Working Proficiency

PERSONAL INFORMATION

Name	**:**	Arun Kumar Saini
Date of Birth	**:**	13 December 1988 (Age: 37)
Marital Status	**:**	Married
Permanent Address	**:**	Maji Sahab Ka Bag, Ward No. 17, Khetri-333503, Rajasthan
Nationality	**:**	Indian

I hereby declare that the information provided above is true and accurate to the best of my knowledge.

Place: _____

Date: _____ **(ARUN KUMAR SAINI)**