

Fazle Rabbani Fahad

Senior Officer (QA-Central), Meghna Group

📍 Dhanua, Sreepur, Gazipur

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✉ fazlerabbaniyahad@gmail.com

in [Fazle Rabbani Fahad](#)



📄 Career Summary

An enthusiastic Quality Assurance Engineer who specializes in Workflow Analysis, Process Optimization, Concept Implementation, Six Sigma, PPAP, FMEA, SPC, Root Cause Analysis, and Lean methodologies such as 6S, Kaizen, Kanban, and Gemba Walk to boost organizational output, quality, and efficiency. Also, stays on as the key individual in charge of implementing and documenting the ISO 9001:2015 QMS and ISO 14001:2015 EMS to ensure continuous improvement and evaluation of compliance at M&U Cycles Ltd, a 100% export-oriented bicycle manufacturing company in Bangladesh.

🎓 Education

2017 – 2022 **B.Sc. in Industrial & Production Engineering;** Rajshahi University of Engineering & Technology (RUET)
CGPA: 3.08 (Out of 4.00)

2014 – 2016 **Higher Secondary Certificate (H.S.C);** Sirajganj Government College
GPA: 5.00 (Out of 5.00)

2012 – 2014 **Secondary School Certificate (S.S.C);** B.L. Government High School, Sirajganj
GPA: 5.00 (Out of 5.00)

📁 Work Experience

2023 - Present **Senior Officer (QA-Central)**
Meghna Group, Gazipur

- Introduce and put into practice ISO 9001:2015 and ISO 14001:2015 in production unit 01 and unit 02.
- Prepare and maintain record of SOPs, Quality Policy, Quality objectives and other required documents for QMS and EMS.
- Implement Six Sigma, PPAP, FMEA, and Lean tools such as 6S, Kaizen, Kanban in the factory.
- Conducted comprehensive capability studies using Statistical Process Control (SPC) techniques to analyze manufacturing processes and ensure adherence to quality standards.
- Lead weekly Gemba walks, ensuring active engagement and collaboration with employees at all levels.
- Analyze current manufacturing processes and identify areas for improvement.
- Develop and implement strategies to enhance workflow, reduce waste, and increase productivity.
- Work closely with in-house quality assurance team and buyer quality team to ensure that production processes meet the required quality standards.

2022 – 2022 **Executive (IE & Planning)**
Ha-Meem Group, Dhaka

- Time study, capacity study and follow-up of the running style.
- Optimize production layouts and line balancing to minimize cycle times and maximize throughput.
- Participate in the development and implementation of new manufacturing technologies and equipment.

🧠 Skills

Core Competencies

- Communication
- Presentation
- Leadership
- Team Work
- Planning & Coordination

Software Skills

- MS Office
- AutoCAD
- C Programming
- MATLAB

Certifications

2024	Lean Six Sigma – Yellow Belt by Alison – An Irish Education Platform.
2024	Internal Auditor of ISO 9001:2015 QMS & ISO 14001:2015 EMS by ARS Assessment Pvt. Ltd.
2023	Six Sigma White Belt - Fundamentals of Six Sigma (6σ) by Alison – An Irish Education Platform.
2023	Fundamentals of Lean by Lean Academy - Leanscape.
2021	Certified Supply Chain Analyst by International Supply Chain Education Alliance.
2021	Certificate of Event Management Internship (Virtual) by GAO Tek Inc., USA.
2021	Training in Technical Support by GAO Tek Inc.
2020	Microsoft Excel Basics developed by ICT Division, Bangladesh & Robi-10 Minute School.
2020	Digital Marketing-Campaign Planning developed by ICT Division, Bangladesh & Robi-10 Minute School.
2020	Corporate Grooming developed by ICT Division, Bangladesh & Robi-10 Minute School.
2019	Digital Security Essentials developed by Digital Security Agency & ICT Division, Bangladesh.

Achievements

2021	70% Scholarship Winner at ISCEA PTAK Prize Global Supply Chain Case Competition 2021.
2018	Finalists of the Business Case Competition arranged by KUET.

Extra Curricular Activities

2021-22	Sirajganj District Association, RUET [General Secretary]
2021-22	International Youth Summit [Ambassador]
2021-22	British Educare [Campus Ambassador]
2021-22	Alliance for Supply Chain Management [Head of Industry Relations]
2021-22	Works For Humanity Foundation [Campus Ambassador]
2019-19	5th RCF Career Fair, RUET [Coordinator]
2019-22	RUET Career Forum [Member]

Major Courses

- Quality Control and Management
- Operation Management
- Project and Environmental Management
- Operations Research
- Organizational Behavior
- Supply Chain Management

Languages

- Bengali
- English

Hobbies

- Volunteering
- Reading
- Writing
- Cycling
- Swimming

References

Nusrath Zahan
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Declaration

I certify that, all the information stated above is true and complete to the best of my knowledge.


Fazle Rabbani Fahad