## SOP Sample Workshop



I am a great believer in experience. "Experience" is my reason for existence. Good experience has resulted in success and a not so good experience has served as a lesson. It is this experience that has helped me amass knowledge at different levels. True knowledge is when literature and science speak to each other. Similarly data analysis is the key to solve world health and medical problems. Writing skills are required while drafting business deals. Communication and body language help one leave a first impression. Thus I feel that every sphere of human achievement is interconnected.

I credit my parents for providing me with a progressive atmosphere during my formative years. I hail from XXXXXXX and have completed my schooling from XXXXXXXX. From schooling to extra curricular, to minor things,my family gave me an open environment to grow up .I was given freedom and learnt how to use it responsibly. I won arious public speaking contests in intra and inter school level. I have been the member of the school magazine Editorial Board for 4 years as Editor. I have been a diligent student and have a few scholarships and recognitions to my name for my 10<sup>th</sup> and 12<sup>th</sup> results.

I went on to pursue my B.Tech in Computer Science from BIT Mesra. Staying away from home, I interacted with people from diverse backgrounds, made good friends and developed a better social understanding. I experienced the ability to take responsibility, team-spirit and most importantly handle failures positively. I grew up to be a sensible person with a sound judgment. I was the Executive Committee Member of News and Publication Society which is involved in content writing for college newsletter. I have also been the integral part of the organization committee of college fests.

Armed with 3.5 years of work experience at TATA STEEL, I have worked in different capacities I started as a Management Trainee Systems in 2012 and then after the training I was deputed as Manager IT, ITS.As an integral part of Growth Projects team, my role was that of a captive IT Consultant working on various expansion projects and joint ventures of Tata Steel. My role required customer interaction for requirement gathering, feasibility study, design, implementation, maintenance and timely delivery of IT solutions for business processes .I have been responsible for the development and implementation of Manufacturing Execution System for JCAPCPL( Joint Venture between Tata Steel and Nippon Steel). As I grew in the organization I was the functional lead of the Quality Module Team for IT Services in the greenfield Kalinganagar Project. Working in close coordination with core operations in a joint application development environment gave me an understanding of how mature MES solutions help to bring greater efficiency, speed and precision to manufacturing, meeting customers' needs more cost-effectively and accurately, and positioning themselves for high performance. My specific contribution which had tangible business impacts include reduction in sampling costs, denomination of heat chemistry, robust systems for slab and coil decision and generation of Test Certificate in SAP. The IT System for ETO management for Kalinganagar was completely owned by me and enabled me to learn about the company's ETO business.

I got a fair understanding of the Operational processes in the overall supply chain and then I was promoted as Senior Manager in the TQM department .My current role involves brainstorming and channelizing ideas to result oriented projects using structured data analysis and implementation of TQM tools in a systematic manner. My profile also includes facilitation of Tata Business Excellence Model (TBEM) Assessments and driving improvement actions in the respective divisions to improve organisational performance and sharing of information on best practices.

Working with a flagship company of the TATA group has made me realise ethics play a strong role in business and so does caring for all stakeholders. I also won prizes in the Company Wide Ethics Debate organized by Tata Steel .Other engagements include participation in Tata Engage and Tata Steel Rural Development Centre which form a part of CSR responsibility. As I was developing my leadership skills, a very important phase in my life came in when I, along with a few friends went on to charter Insteel Toastmasters , a branch of the Toastmasters International; a community Toastmaster club in Jamshedpur . I was one of the founder members and also served as the Treasurer.

As I evolve in the organisation, I realise that technical knowhow has to blend with managerial skill set to have a broader perspective . As a practicing manager, I need to have cross-functional skills, strategic vision and superior management expertise to upgrade my business acumen. A structured management education at this juncture will give me wide exposure to different business functions and

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equip me with powerful knowledge, tools and resources to tackle the most complex business challenges of today. The PGP program at IIM Bangalore, designed on emerging management issues, practical case studies and team oriented tasks, would provide to me the best learning environment ; with its world class infrastructure and a highly knowledgeable faculty. I bring along with myself an insider's experience of solving business problems, a penchant for teamwork, relentless dedication and leadership. With this experience I will restrengthen my professional aspirations and deliver back to the society with a resounding impact.

I believe leaders are learners and learners are leaders; I would continuously embark on this virtuous path of leading and learning wherein pursuing an MBA at XXXXXXX would help me carve an indomitable position for myself in the world outside .