

From:
Ashbel Kezi,
1900, Avenue Lincoln,
Montreal, QC H3H1H7

19th August 2019

To:
Safety Manager,
Canadian National Railways,
Montreal, QC

Dear Sir,

I am writing to express my interest in the Junior Safety Engineering position which is currently available at CN. I learned about CN and immersed myself in your groundbreaking work. I am a recent graduate in Industrial Engineering with a specialization in system safety and reliability engineering. In your posting you have mentioned that you are seeking an individual who is self-driven and open to learning new skills at a fast pace. I believe that I will be a right fit for this position as the knowledge I have gained through my Occupational health and safety class which exposed to various critical and crucial components of systems safety engineering such as Fault tree Analysis, FMEA's, understanding RBD and the calculation of Failure rates based on Fault trees and Boolean principles proves to be an added advantage. I have also studied about the Mean Time to Failure, Mean Time to Failure and Repair calculations for commercial and business aircrafts while estimating the cost of maintenance for each. Achieving high reliability and safety of systems through valuable training and education among the students was also a part of my education.

During my final year project, I studied across the various departments of an organization the Reliability program plan (RPP) which can help improve the organization on the whole while considering the FMEA's, risk assessment, Functional Hazard Assessment. I have sound knowledge in the above mentioned and I am willing to work hard to make a success of this position in reality.

Along with engineering, I have excellent communication and analytical skills which I am sure will be a perfect fit for the position you are looking for. I am a very motivated and consistent individual with a keen eye for detail and the ability to work under pressure, comes as an added advantage. I am a fast and quick learner with an adaptable nature.

I have the enthusiasm and the determination to make a success of the position and to face any challenges along my way. Also, I am also confident that having me to work for CN will prove to be an asset to your organization's success. Thank you for taking your time in looking into my application. Looking forward to hearing from you in the near future.

Sincerely,
Ashbel Kezi

ASHBEL KEZI

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- Industrial Engineering graduate with specialization System Safety and Reliability Engineering
- Developed proposals, designs and presented KPIs based on customer requirement
- Performed FMEA on bicycle hand break sub-system and proposed the corrective actions based on RPN obtained
- Excellent communicator with organizational and interpersonal skills, dexterous in taking responsibility
- Creative, self driven with a positive attitude and calm demeanor under high pressure

EDUCATION

Master's in Industrial Engineering **Sept 2017 – June 2019**
Concordia University, Montreal, Canada

Bachelor's in Aerospace Engineering **Oct 2010 – May 2014**
Hindustan Institute of Science and Technology

WORK EXPERIENCE

Trainee Engineer **Mar 2016 - Mar 2017**
Hindustan Aeronautics Limited, India

- Worked in Projects and Planning department in solving technical problems
- Processed, controlled and managed Prototype Change Notices(RCN), Engineering Change Order(ECO), customer special requests, component parts, assembly drawings, bill of materials(BOM)
- Performed benchmarking based on requirement for projects
- Functioned with different teams to qualify new tool, processes and materials to ensure the continual improvement of process, product and services
- Proposed process improvement to minimize equipment downtime
- Recognized and informed management of compliance issues, safety risks
- Participated in employee ergonomic evaluations and training

Trainee- Maintenance and Quality **Jan 2016 - Mar 2016**
Air India Engineering Services Ltd, India

- Gained hands on experience through Aircraft Maintenance practices of Boeing 737 800NG aircraft.
- Provided safety trainings on aircraft safe operating practices during maintenance to employees
Installed passenger acceptance, appearance, and convenience items
- Created and updated documents including work instructions, operating procedures, training documents
- Supported the clearance of deferred maintenance (MEL) items

Purchase Officer (Procurement & Supply Chain) **Apr 2015 – Dec 2015**
Nova Systems Engineering, UAE

- Prepared Purchase Requests for placing order to vendors based on bill of materials (BOM)
- Acted as liaison between global procurement and Nova suppliers for communicating revision changes in materials and obtaining changes in price, lead time or quantity
- Solicited RFQs for new materials needed for projects
- Negotiated with suppliers on price, terms of delivery, payment method and Inco terms
- Generated reports on missing contracts and analyze reports to provide feedback to purchasing managers and suppliers for solution

- Delivered high quality, low-cost engineering products through timely procurement
- Arranged and attended quality assurance and customer satisfaction meetings
- Used ERP system for smooth functioning and Co-ordination

ACADEMIC PROJECTS

Occupational Health and Safety Project

- Analysed the functional decomposition of a Bike fender based on requirement of the customer through system integration
- Studied the system and failure mode break down of a vehicle in case of a failure through functional and dysfunctional analysis with the help of fault tree(FTA) and Boolean algebra
- Thoroughly understood the system safety through factor of safety, margin of safety
- Calculated the reliability and failure rate of various systems from RBD
- Knowledge of Functional hazard analysis (FHA), PSSA,SSA, System Integrity Level(SIL), DAL
- Premeditated Common Cause analysis, Zonal Risk analysis, Particular Risk Analysis and Configuration management

Reliability Program Plan

- Studied the current RPP in an aerospace industry from the management to bottom level employee
- Analyzed the Reliability of the existing product using reliability tools like FMECA, POF and RCA
- Knowledge of Preventive, predictive, and corrective maintenance
- Premeditated the MTTF, MTBF and MTBR of aviation and automotive sector
- Conducted benchmarking studies to identify best preventive practices
- Performed predictions and risk assessment, functional Hazard assessment of electronic components using MIL-HDBK-217

PROFESSIONAL DEVELOPMENT

Reliability, Availability, Maintainability and Safety

Jun 2019

Gina Cody School of Engineering, Montreal

Health and Safety Management

May 2019

Minerva Safety Management Education

Diploma in AutoCAD

Jun 2013

CAADAM Technologies, India

ACHIEVEMENTS

- Society of Automation Engineers (SAE) Aero West Design Competition Los Angeles, California
This was an international competition conducted by SAE International, sponsored by NASA and Lockheed Martin where we designed a MICRO (UAV) aircraft.
- Selected as a candidate for the prestigious “Kalpana Chawla Award” at state level. The award is presented to meritorious girls with exceptional skills in academic and co-curricular activities.

OTHER WORK EXPERIENCE

Faculty Manager

Aug 2018 – Present

Graduate Student’s Association, Canada

- Acted as the primary contact person for GSA’s Department and Faculty association executives and members
- Maintained existing comprehensive database for all associations registered under GSA
- Acted as a liaison with VP-Internal and GSA Campaigns Advocate regarding association events being organized
- Oversee the applications of students applying for funding subsidies
- Advised GSA’s executives and council on GSA’s policies when required