

JOGINDER SONI
VPO- BHANKHARI
DIST - MAHENDERGARH
HARYANA- 123001
Email Id- joginder.soni0@gmail.com

CV
DIA

Objective:-

"To work with an organization where I can prove my abilities. My aim is to grow with the company and contribute fullest on my part in the acceleration & growth of organization".

JOB PROFILE: -

Company Fleet Handling
Operation,(Ware House Handling & Material Dispatch)
Traffic - Arrange Lorry from market as per the requirements.
Booking & Delivery
Document Prepared - LR, MR, Challan, Lorry Hire, Bill,
Prepare Daily Account. Maintain Account,
Data entry.
Acknowledgement follow-up and Bill Submission.
Prepare Daily Business Report & Monthly Business Reports.
Getting the payment collection from C/nor & C/nee.
Prepared MIS Report daily basis.
Building good communication & relationship with key customers.
Submit the bills to customers on timely.

COMPUTER SKILLS: -

Basic Computer Knowledge
MS Word, MS Excel, MS Power Point, E-Mail, Internet.
On Line Data Entry as per company software

Overall 15 yrs exp.
→ Good rap with market
vendors.
⇒ CTC - 30K + Tk (room rent)
Expected - same
→ OIC with Indore location
Native - Haryana
Working as Sr. BM

PROFESSIONAL EXPERIENCE:-

1-North Eastern Carrying Corporation Ltd. *→ Jodhpur, Bikaner*
5+ Year of Experience in the Supervisor and Cashier
Duration : 2005 TO 2010

2- Union Roadways Ltd *→ Jhansi, Lucknow*
Duration : Worked for this company from 2010 to 2013
Designation : Branch Manager (Odisha)

3.- Orissa Bengal Carrier Pvt. Ltd. *→ Ranchi, Orissa*
Duration : Worked for this company from 2013 to 2016
Designation : Branch Manager (Ranchi, Bokaro, Ramgarh,Patratu & Odisha)

4.- Globe Ecologistics Pvt Ltd.

Duration : Worked for this company from 2016 to Till time
Designation : Senior Branch Manager (Ranchi, Bokaro, Ramgarh,Patratu & Odisha)

8% to 10%
1 M a M
1 Cr. P.C

Responsibilities:

Responsible for handling various activities in my tenure for this company. Few of them are:

Operation

Worked in sales & operations Department in the Area of Booking, Delivery, Management, Vendor Development, Traffic ETC

PERSONAL DETAILS:-

Name: Joginder Soni

Father's Name: Mr.Sarjeet Singh soni

Date of Birth: 04/08/1985

Permanent Address: Village- Bhankhari

Teh- Narnaul Dist-Mahendergarh
(Haryana) 123001

Male

Sex: married

Marital Status: BA

Qualification: computer application & software management

Other Qualification

Indian

Nationality: Hindi, English, Orria , Bengali

Languages Known:

DECLARATION:-

Above All Said information's are true to the best of My knowledge.

Yours truly
Joginder soni
8873625555

