

## C U R R I C U L A M   V I T A E

**Dinkar Mishra**

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**Contact: +91 - 8269558593**

**PERMANENT ADDRESS:-**

**VILLAGE SULTANPUR POST MARIKPUR DISTRICT JAUNPUR UP**  
**PIN NO 222203**

**OFFICE ADDRESS:-**

**VTRANS INDIA LTD**

**SINGHAL COMPOUND A.B.ROAD, DEWAS NAKA INDORE-452010 (M.P)**

### **Objective**

**To pursue a challenging and rewarding career in Transport industries utilizing my skills of managing & convincing people, developing relationship with customers, which would help in achieving growth at organizational and personal level.**

### **Professional Experience.**

**Pervious - Organization: Reliable Roadwings Pvt Ltd Delhi**

**Pervious - Organization: EFC Logistics Pvt Ltd Allahabad**

### **(From Present to past Employers)**

<b>ORGANISATION</b>	<b>FROM</b>	<b>TO</b>	<b>POST HELD</b>
<b>Reliable Roadwings pvt Ltd</b>	<b>01.07.2006</b>	<b>01.04.2009</b>	<b>Branch Manager</b>
<b>EFC Logistics Pvt Ltd</b>	<b>15.05.2009</b>	<b>04.05.2011</b>	<b>Traffic incharge</b>
<b>Vtrans india Ltd</b>	<b>02.06.2011</b>	<b>Continue</b>	<b>Area Traffic incharge</b>

### **Operations (For Branches, Hub, and Fleet) .**

- *Monitoring Inbound and Outbound operations- domestic logistics & freight forwarding.*
- *Monitoring the booking, delivery process-Vehicle placement, Material connectivity branch same day, & delivery of shipments.*
- *Maintaining relations with existing customer and trying to generate more business from them.*
- *Good knowledge of Branch Operations right from the pickup till the forwarding of material and transshipment through hub and the delivery.*

- *Making MIS reports, analyze profitability.*
- *Knowledge of Warehousing and Supply chains.*
- *Monitoring bill outstanding from the customer & reconciling daily basis*
- *Pod Management ask for pod report check whether CNS are being delivery in time ask reason for delays*
- *Vender deployment for express route & feeder route*
- *Cost reduces by indirect expenses & direct expenses by telephone, electricity, manpower, traveling conveyance & office maintenance etc....*
- *Maintaining office, godown, staff, labor vender, all documents, admin etc....*
- *Maintaining left truck from market & vender day to day activity to end of material delivery*
- *Complaints handle & solve shortly*
- *All company vehicle record route & route expenses knowledge*

### **TRANSHIPMENT (HUB)**

*Transport industries in transshipment is back bone of Transport because all shipment moving through transshipment so handle transshipment our rollout*

- *Monitoring All shipment loading and unloading is done timely*
- *Monitoring Moving to destinations without delay*
- *Monitoring Handling carefully at time of loading & unloading*
- *Find Short extra shipment and dispatched destinations*
- *Monitoring ADMN, safety, services, security, labor, staff, timely loading & unloading, short extra, damage goods, hold shipment, heavy shipment, assets.etc...*
- *Vender Ingress , reduce weight loss route wise*
- *Delay shipment fast moving 1<sup>st</sup> priority*

### **Own fleet**

*Transport industries in own fleet is must important because without own fleet completing transportations not survivable and handle own fleet our role out*

- *Monitoring All own fleet trucks record maintain likes-Registration of certificate, permit, insurance, fitness, tax, etc...to expiry date*
- *Monitoring all Driver Handover truck before find original document like Driving license, resident identity.etc...*
- *All driver instruct follow company policy and reporting to traffic manager as per norms*
- *As per govt. traffic rule follow, instruct to all driver*
- *Monitoring safety, service, complaint handling, etc...*
- *Monitoring Truck maintenance like timely servicing on garage and showroom service center*

- Survey to Route and find direct costing and others exp. paying though driver
- Monitoring Running Tyre, oil changing, and servicing expiry date. Etc....
- Monitoring All truck route wise planning and moving to destinations
- Monitoring and arrange driver, cleaner, staff, route exp, diesel. Etc...

## Profile

### Transport Division – Transportation Full truck load from Jul-2006 to Present

- **Customer visit** – find new customer and with them to increase business.
- **Credit control** –monitoring all credit customers business payment Relisitation as per terms and conditions and follow-up POD from delivery branch and bill submissions to customer
- **Administrative** - Monitoring office related all issued
- **Accounts**- monitoring office in cash management
- **Complaint handling**-Monitoring customer complaint handling resolve shortly without delay
- **Services**- Providing good services to all customers related us.
- **Cost control**- monitoring Direct and indirect exp.
- **Profit**-loss Business converted to profit find others sources
- **Traffic**- Monitoring lorry hire rate
- **Fleet** – Monitoring own fleet convert loss to profit

## Education Qualification

Program	Year/Session	Univ./Board	Specialization
10 <sup>th</sup>	2001	S.S.V.V	
10+2	2003	UP. Board Allahabad	
BA	2006	Purvanchal jaunpur UP	

LANGUAGE			
ENGLISH		Yes	Yes
HINDI		Yes	Yes

Language  
Kno

: Good

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## Personal Details

**DOB** : 19/05/1985  
**Sex** : Male  
**Nationality** : Indian  
**Hobbies** : Listening to music,

**Self-Assessment:** Hard working, self motivated. Leader ships, time punctuality, believe completes project

**Marital Status** : Married

**Permanent Address:** **VILLAGE SULTANPUR POST MARIKPUR DISTRICT JAUNPUR UP**

**Family Background:-**

**Father Name** : Shrikant mishra Ritayard ARC Branch Manager Indore

**Mother Name** : SMT.Kanchan Mishra

**Functional Skills:** - Ability to convince others, negotiation skills, good inter-personal skills, good at Communication skills

**Key Skills:** - Operation, traffic

**Strengths:** - Achievement oriented and ability to manage change with ease. Proven strength in problem solving, co-ordination and analysis.

**Declaration**

***I, DINKAR MISHRA hereby declare that the information provided in this application for employment is factual and correct to the best of my knowledge***

**THANKING YOU**

**(DINKAR MISHRA)**

**Date** :

**Place** : I N D O R E