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| **Rana Vikram Singh** PhD Scholar | MBA | B.Sc. | Work Experience: 22+ years | | |
| **Corporate Mentor | Business Consultant | General Counsellor | Educationist | WorkLifeBalance Coach | Social Entrepreneur** | | |
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| Name | Rana Vikram Singh |
| Mobile | +91 999 739 2277 |
| e-mail | ranavikramsingh7@gmail.com |
| Website | www.ranavikramsingh.com |
| Professional Networking Profile | http://in.linkedin.com/in/ranavikramsingh7 |
| Nationality | Indian |
| Religion | Sikh |
| Gender | Male |
| Age | 41 years |
|  |  |  |
| **Core Expertise** | **Business Administration & Operations, Business Communication & Business Development** | |
|  |  | |
| **Interest Area** | **Education, Employability, Intrapreneurship, Entrepreneurship and Consulting Services** | |
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| **Sector-wise Association** | **Professional Education, Automobiles, Industrial Fuels, Oils & Lubricants, Retail Business, BPO Services, Agriculture and Consulting** | |
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| **Career Objective** |  | |
|  | **To be a part of an organization, where innovative opportunities can be created, newer objectives can be achieved and overall growth is complementary for mutual benefits.** | |
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| **Professional Summary** |  | |
| Work Experience | **Collectively 22+ years of Work Experience in several prominent sectors with different Products, Processes, Concepts & Services.**  The areas of extensive exposure are:   * ***Student Welfare****,* ***Student Engagement*** *Activities and* ***Alumni Affairs*** * *Academic* ***Administration****, Campus* ***Governance*** *and Infrastructural* ***Facility Management*** * *Career* ***Counseling****, Employability Training, Internships, Placements & Recruitments* * ***Business Communication****, Customer Services and* ***Customer Relation*** *Management* * ***Teaching****, Training, Coaching,* ***Professing,*** *Consulting &* ***Mentoring*** *along with L&D / T&D* * *Auto Retailing, Industrial* ***Marketing****, Direct & Indirect Sales and* ***Business Development*** * *Internal & External* ***Branding*** *through* ***Public Relations****, Social* ***Networking & CSR*** *Activities* | |
|  |  | |
| Self-Assessment | A self-motivated and diligent professional with contagious entrepreneurial spirit. An effective communicator with high competency levels, exceptional analytical ability and capabilities of taking initiatives. Proficient trouble-shooter, solution provider, having unmatched exigency management skills. Effectual team player who is always prepared to mentor co-workers to achieve organizational objective. | |
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| **Corporate Exposure** |  | |
| Tenure | April 2015 – Present | |
| Position Held | **Senior Manager – Student Welfare** | |
| Employer Name & Address | UPES - The Nation Builders University, Dehradun | |
| Line of Business | Professional & Higher Education | |
| Reporting | **Director – Student Affairs**   * Liaison with 2 Campuses, 3 Colleges, 6 Schools, 21 Departments, 150+ Staff, 400+ Faculty Members, 9200+ Students | |
| Main Activities/Responsibilities | * Assistance to Director Student Affairs in Prevention and Diffusion of Mass Agitation, Crisis Management * Responsible for the Bidholi Campus for anti-ragging support, substance abuse prevention, road traffic safety compliance, follow up of deviant behaviour cases as per the policy, purpose based interaction with students, monitoring and flagging of facilities / services being provided to students. * Coordination of Extra-Curricular Activities (ECA), Social & Sports Activities * Create an Emergency Student Support Team and Coordinate Student Teams for Disaster Management Plan * Provide Support to Students living in private Hostels * As a member of Anti Ragging Committee & Anti Ragging Squad, carry out the assigned tasks * Overall Health Insurance; to include handing over insurance cards to all insured, informing insurance company at the time of hospitalization of students and ensuring timely settlement of claims * Overall coordinator of road traffic accident prevention initiative to include; conduct and disseminate awareness programs for road safety, traffic rules and accident prevention as also creating awareness through social media * Overall coordinator of anti-substance abuse initiatives to include; identification, assisting in rehabilitation of students particularly boys. Wilful defaulters to be reported for disciplinary action * Support functioning of the College Cultural Conveners and Alumni Coordinators * Facilitate Students Welfare Assistance for Scholarships on compassionate grounds * Campus Convener of UPES Alumni Forum, you will ensure; Registration and Campus Facilitation of COES Alumni, in coordination with Alumni Coordinators * Support Chief Coordinator of Uurja and Fresher parties as well as Annual Blood Donation Camps w.r.t activities needed from Bidholi campus colleges * Carry out functions and KRAs of NPS policy:   + Conduct of survey to achieve desired participation levels   + Develop and Implement Central Communication strategy as part of NPS Core team in accordance with time lines given in the Communication strategy   + Monitor implementation of action plans for functional departments   + Implement actions related to welfare aspects as applicable, within the time line given * Monitor UPES Lives FB page and draft DSA Newsletter * Act as departmental Audit Coordinator * Major Functions / emergency / crisis handling support - Assistance to the DSA * Maintain documentation of activities / student engagements carried out to enable objective analysis | |
| ***Initiatives*** | * **UPES Lives** – An initiative to raise awareness among student community about staying safe and keeping others safe, May 2015 * **UPEISTA –** The Info-Media Student Chapter, UPES (formerly 365pix.upes), August 2015 | |
| ***Achievements*** | * Initiation of Student Mentoring Programs * Successfully co-organized Uurjaa 2015 – the Cultural Event of UPES | |
|  |  | |
| Tenure | July 2013 – April 2015 | |
| Position Held | **Senior Manager – Campus Affair** | |
| Employer Name & Address | UPES - The Nation Builders University, Dehradun | |
| Line of Business | Professional & Higher Education | |
| Reporting | **Direct Reporting to Pro Vice Chancellor / CEO Designate** | |
|  | * Liaison with 2 Campuses, 3 Colleges, 21 Departments, 150+ Staff, 400+ Faculty Members, 7300+ Students, apart from VVIPs, VIPs, Visitors and the Parents | |
| Main Activities/Responsibilities | * Academic Administration * Campus Governance * Infrastructural Facility Management * Smooth functioning of the day to day Campus operations * Protocol Officer for the foreign delegates & representatives of International Universities | |
| ***Initiatives*** | * **365pix.upes –Photo-Media Student Chapter of UPES, Sept 2014** | |
| ***Achievements*** | * Secretary to the UPES - Operational Management Committee (OMC) since Apr’10 to Apr’15 * Awarded with ‘Certificate of Appreciation’ for exemplary efforts and initiatives taken for the 11th UPES Convocation 2013 * Part of the NAAC, IQAC and NAAC Re-assessment Process, Sept 2013 | |
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| Tenure | March 2010 – July 2013 | |
| Position Held | **Manager – Campus Affair** | |
| Employer Name & Address | University of Petroleum & Energy Studies, Dehradun | |
| Line of Business | Professional & Higher Education | |
| Reporting | **Direct Reporting to Pro Vice Chancellor** | |
|  | * Liaison with 3 Colleges, 19 Departments, 150+ Staff, 300+ Faculty Members, 6300+ Students, apart from VVIPs, VIPs, Visitors and the Parents | |
| Main Activities/Responsibilities | * Academic Administration comprising Faculty Support, Time Table Applications, Classroom Allocation, Guest Lecture Coordination, Allotment of Infrastructure Facilities, etc. * Collating minutes of meeting, preparation of MIS and all related documents and presentations * Coordination of all important meetings of governing bodies or other business meetings as required, flagging key issues & highlighting action points * Interaction with all the Departmental Heads on matters related to campus issues & prioritizing and forwarding action decision and actions * Planning, Coordinating & Executing activities during all important events, VIP visits, workshops, seminars, conferences with concerned departments, event coordinators, team members organizing & managing * Primary interaction, first level handling & problem solving for students, parents & visitors and forwarding important cases after screening for final decision & action * Responsible for coordinating the day to day activities at the Campus level including academic and non-academic activities along-with inter & intra office communication, crisis management, trouble shooting and solution providing | |
| ***Initiatives*** | * Project Management Coordination | |
| ***Achievements*** | * Internal Auditor at UPES on QMS, ISO 9001:2008 Standards, year 2010-11 & 2011-12 * Delivered Sessions at Entrepreneurship Skill Development Program by UPES, Feb 2011 * Awarded with a ‘Certificate of Appreciation’ for exemplary work in the area of providing support in coordinating activities of the Convocation, July 2010 | |
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| Tenure | Dec 2008 – Feb 2010 | |
| Position Held | **Manager – Training and Placements** | |
| Employer Name & Address | Mangalayatan University, Aligarh-Noida | |
| Line of Business | Professional Education | |
| Main Activities/Responsibilities | * Providing Internships, Placements & Career Mgmt Assistance to students of different streams * Creation of ‘Corporate Academia Interface’ to bring Corporate & Education Institutions on the same platform through strategic tie-ups * Developing and Strengthening Business Relationships with Corporate Bodies & Industry Professionals for Branding & Promotion | |
| Additional Responsibilities | * Undertaking Career Counseling Sessions at Education Seminars and Fairs * Promotion of the University as Brand through Education & Job Fairs, Exhibitions, Seminars, Workshops and Campus Campaigning * Taking Profile Building, Resume Making and Employability Training Sessions at Campus | |
| ***Initiatives*** | * Organized Placement Fair “Career Conclave 2009” at Aligarh Campus | |
| ***Major Achievements*** | * Promoted and Publicized as “Career Counselor” at Education Fairs in Northern India. Got outstanding coverage in many of the local & national newspapers as a ‘Speaker’ at various ‘Career Counseling Seminars’ held in the major cities of northern India in the year 2009. And was blessed with an opportunity to counsel 1800+ students and parents on the subject matter of higher education, career and up-coming professions. | |
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| Tenure | Oct 2007 – Nov 2008 | |
| Position Held | **Deputy Manager – Placements** | |
| Employer Name & Address | ICFAI Business School, Noida | |
| Line of Business | Management Education | |
| Main Activities/Responsibilities | * Providing Internships, Placements and Career Management Assistance to Mgmt Students * Keeping Interaction & Communication with Industry Professionals and Corporate Bodies for Brand Establishment and placement opportunities * Organizing Guest Lecture of the Industry Captains for the management students | |
| ***Initiatives*** | * Undertaking Brush-up Training Sessions on Employability before Internships & Placements | |
| ***Achievements*** | * Organized Corporate Academia Interface “Maan Sammaan 2008” | |
|  |  | |
| Tenure | Oct 2004 – Sept 2007 | |
| Position Held | **Sr. Customer Care Executive** | |
| Employer Name & Address | HCL Technologies Limited, Noida | |
| Line of Business | Business Process Outsourcing Services | |
| Processes | Online Retail Services and First Party Soft Collections of Macy’s Inc., USA | |
| Main Activities/Responsibilities | * Determining and Directing the Proper Course of Action along-with Highest Degree of Professional Services with Utmost Courtesy and Concern * Assisting Customers in Placing Orders Online with a bit of Up-selling over the phone * Customer Service and Quality are the main priority along with Collections * Responding/Corresponding to Customer Complaints, Concerns, Disputes, Issues & Queries through Professional Communication. * Keeping track of end user issues & concerns for Client Feedback * Monitoring Performance Statistics & taking care of AES as per Service Level Agreement | |
| ***Initiatives*** | * Mentoring new agents in the process | |
| ***Achievements*** | * Under CSR Activity, got appointed as a Corporate Mentor by Udyan Care, a Charitable Organization, under their Volunteer Program in collaboration with HCL BPO-Noida to support young children with their education, adolescence and related issues. | |
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| Tenure | Nov 2003 - Oct 2004 | |
| Position Held | **Sr. Sales Consultant** | |
| Enterprise Name & Address | Prime Honda Capital Cars Pvt. Limited, Ghaziabad-Delhi | |
| Line of Business | Sales and Service of Honda Cars | |
| Main Activities/Responsibilities | * Exploration, Development & Management of Business Opportunities, through Corporate and Individual Sales of Honda Cars * Organized Business Development Activities & cultivated awareness into business generation * Providing Superior Customer Relations by Servicing Every Account with the Highest Degree of Professionalism, Courtesy and Concern * Enhancing Customer Experience Rating by providing Customer Desired Solutions & Services * Enhancing Customer Satisfaction by Extending Personalized Services and Sharing important information with customers which is beneficial for them | |
| ***Initiatives*** | * Providing Training Sessions to new employees joining Sales or Services department | |
| ***Achievements*** | * Competed in All India Sales Competition held at Honda Siel Plant at Greater Noida | |
|  |  | |
| Tenure | Dec 1999 - Oct 2003 | |
| Position Held | **Sales Office – Industrial Sales** | |
| Enterprise Name & Address | Caltex Lubricants India Limited, New Delhi | |
| Line of Business | Industrial Lubricants and Oils | |
| Main Activities/Responsibilities | * Strengthening Business ties through regular interaction with Clients and Customers * Market Penetration & Brand Establishment by means of Industrial Seminars, In-house Trainings and Workshops to different Dimensions of Business Verticals * Product Performance Monitoring Analysis, Needful Counseling along with Technical Support & Trouble Shooting Devices * Enhancing Customer Satisfaction by Extending Personalized Services * Sharing Information with Customers which is important or beneficial for them | |
| ***Initiatives*** | * Developing Dealer and Distributors for Industrial Lubes in Eastern and Western UP | |
| ***Achievements*** | * Achieved yearly targets with maximum contribution margin | |
|  |  | |
| Tenure | Oct 1998 - Dec 1999 | |
| Position Held | **Executive – Corporate Trainings** | |
| Organization | National Institute of Sales / NIS Sparta Limited, Ghaziabad Centre | |
| Line of Business | Training & Development | |
| Main Activities/Responsibilities | * Corporate Trainings * Career Products | |
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| **Family Business** |  | |
| Tenure | March 1990 – Sept 1998 | |
| Enterprise Name & Address | **Punjab Seeds, Ghaziabad** | |
| Line of Business | Retail & Whole Sales | |
| Main Activities/Responsibilities | Carried-out Retail Sales of Agriculture Seeds, Vegetable Seeds, Flower Seeds, Fertilizers, Insecticides, Pesticides and Weedicides | |
|  |  | |
| **Volunteer Experience** |  | |
| Tenure | March 2004 – June 2015 | |
| Position Held | **Executive Board Member** | |
| Organization | **The Educationist Society** | |
| Website | www.theEducationist.in | |
| Line of Business | Social Services | |
| Main Activities | The Educationist Society is a social organization to promote, support and spread Education, Employability, Entrepreneurship and Counselling among masses.  And this Human Capital Development is made possible through Career Counselling Seminars & Career Management Workshops. Other activities:   * Counselling, Consulting, Mentoring, Training, Research and Social Services | |
|  |  | |
| Tenure | April 2013 – Dec 2013 | |
| Position Held | **Program Director – General Counselling & Guidance** | |
| Organization | **The Educationist Society** | |
| Line of Business | Counselling Services | |
| Main Activities | People seek counselling, not only because they are experiencing mental, physical or emotional problems, but also because they are looking for personal, professional, & social growth, development and enhancement.  ***Focus areas:*** Education Counselling, Career Counseling, Relationship Counseling, Work-Life-Balance Counselling and Lifestyle Counselling | |
|  |  | |
| Tenure | Oct 2004 – Dec 2013 | |
| Position Held | **Chief Educationist** | |
| Organization | **School of Fundamentals And Basics** | |
| Line of Business | Education and Career Management Services | |
| Main Activities | ***Corporate Mentoring:*** # Professional Mentoring & Coaching Services for Students and Working Professionals, # Transformation Consulting on Personal, Professional, Social and Spiritual Life  ***Institutional Training:*** # Analyzing Training Needs, Facilitating through Workshops and Training & Mentoring Programs, # Preparing Training Material, Presentations and Handbooks, # Evaluating feedback by using prescribed format to enhanced the effectiveness of future training, # Planning, Creating and Executing Training Programs, # Conducting Train the Trainer (T3) Programs  ***Support, Services & Solutions for:*** # Students & Working Professional in the areas of Education, Career and Work-Life Balance, # Resume Making, Profile Building, Image Consulting, Professional Networking & Communication, # Brush-up Training Sessions on Complete Employment Cycle and Employability Skill-sets, # Career Awareness Workshops through Counseling, Consulting, Coaching, Mentoring and Training | |
| ***Exceptional Achievements*** | * Conducted Career Workshop for 300+ female candidates along with an NGO, Nov’10 * Conducted Career Guidance Program at state level for 1800+ students, Apr-Jun’09 | |
|  |  | |
| Tenure | March 2005 – July 2007 | |
| Position Held | **Corporate Mentor** | |
| Organization | **Udyan Care, Noida** | |
| Main Activities | Under CSR Activity, got appointed as a Corporate Mentor by Udyan Care, a Charitable Organization, under their Volunteer Program in collaboration with HCL BPO-Noida. Supporting young children with their # Education, # Career and # Adolescence and Related Issues | |
|  |  | |
| **Freelance Activity** |  | |
| Tenure | October 2011 – Present | |
| Position Held | **Freelance Photographer** | |
| Enterprise Name & Address | **pixels by rana vikram singh, Dehradun** | |
| Line of Business | Photography | |
| **Specialty** | * **Candid Photography** | |
| Background | It all started with clicking pictures with my mobile phones Nokia E-5 5-megapixel and Samsung Galaxy S Duos 8-megapixel. And now, this simple interest has taken deep roots as a full time hobby, and I have upgraded from mobile phones to Canon EOS 600D. | |
| Main Activities | * Portfolio Shooting, Event Coverage & Nature Photography | |
|  |  | |
| **Teaching Exposure** |  | |
| Tenure | July 2011 – June 2015 | |
| Role | **Faculty – Business Communication & Industrial Management** | |
| Employer Name & Address | College of Engineering Studies & College of Management & Economics Studies, UPES Dehradun | |
| Line of Business | Professional & Higher Education | |
| Main Activities/Responsibilities | * Teaching Business Communication & Industrial Management * Enhancing Employability Skills * Invoking Interest for Entrepreneurship among Engineering & Management students   ***College of Engineering Studies:***  *# M.Tech - Pipeline Engg. # B.Tech - Applied Petroleum Engg. # B.Tech - Telecom Informatics*  *# B.Tech - Business Analytics # B.Tech – GSC # B.Tech – GIE*  ***Techno-Legal Courses:***  *# Int. B.Tech ET LLB IPR Law # Int. B.Tech Cyberlaw*  ***College of Management & Economics Studies:***  *# MBA - Oil & Gas # BBA - Auto Marketing # BBA - Logistics & Supply Chain Mgmt* | |
| ***Initiatives*** | * Conduction of batch-wise personal interviews of the students to get the understanding of their areas of focus for improvement | |
|  |  | |
| Tenure | May 2007 – Feb 2010 | |
| Position Held | **Guest Faculty** | |
| Employer Name & Address | IB - RAI, Ghaziabad | |
| Line of Business | Professional Education | |
| Main Activities/Responsibilities | * Developing Management Students for the Corporate Sector by Imparting Employability Skill-set (meaning Curbing Skill Deficiency and Developing Professional Proficiency) to 'Bridge the Gap' between Employment and Employability * Trained students on ‘Professional Retailing Skills’ to learn high levels of managerial skills like adopting modern retail practices and techniques of enhancing customer delight. * Topics covered: Introduction To Retail Management, Concepts in Customer Service, Consumer & Shopper Behavior, Retail Marketing, Store Design, VM, CRM & Customer Loyalty Programs | |
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| **Major Achievements** |  | |
|  | * Received the **'Dedicated Service Reward'** for completing 5 years of service to the University from Hon'ble Chancellor Dr. SJ Chopra & Prof. Utpal Ghosh - President & CEO UPES, November 2015 * Received the **‘Best Speaker Award’** from the President of Dehradun WIC India Toastmasters Club, November 2015 * **Chapter Mentor** for Info-Media Student Chapter of UPES since Sept’ 2014 * **Member – Advisory Committee** for UPES SPE Student Chapter Fest, 2013 * Dehradun Doordarshan interviewed for their regional program on Career Counseling, 2011 * Acknowledged by Dr. Shalini Verma for the contribution / support given for her book “Soft Skills for BPO Sector”, 2007 | |
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| **Self-Improvement Activities** |  | |
|  | 1. Management Development Programme (MDP) on **“Team Building and Leadership”** from **Indian Institute of Management Calcutta (IIMC)**, 21-24th December 2015 2. Faculty Development Program (FDP) on **“Entrepreneurship Awareness and Development”** sponsored by National Science and Technology Entrepreneurship Development Board (NSTEDB), Department of Science and Technology, Govt. of India and organized by **Indian School of Mines (ISM), Dhanbad** from 2nd – 5th March 2015 3. Faculty Development Program (FDP) on **“Entrepreneurship Awareness and Development”** sponsored by National Science and Technology Entrepreneurship Development Board (NSTEDB), Department of Science and Technology, Govt. of India and organized by Department of Management Studies at **Indian School of Mines (ISM), Dhanbad** from 4th – 8th March 2013 4. Faculty Development Program (FDP) on “Multivariate Data Analysis for Management Decisions” organized by IMS Dehradun on 22-23rd February 2013 | |
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| **Publications** |  | |
| Research Papers | 1. **Employability & Indian Entrepreneurship in Energy Sector – A Challenge,** Thepaper got published in Oil Asia Journal, Vol. 34 No.8, August 2014, page no 32 - 37, ISSN 0970-1214 2. **Innovation for Future: Intelligent Food Packaging**, the paper got presented and publishes in the proceedings of the Agro Supply Chain Conference (ASCC 2014) at UPES Dehradun on 22nd August 2014 3. **Women Entrepreneurship in Service Oriented MSMEs – A Revolution:** Paper got presented at the MSME Conclave-cum-Conference (MSMEC2) on “Sustainable Supply Chain Capabilities of Micro, Small & Medium Enterprises: Influences, practices, training needs & employment opportunities” organized by Doon University in collaboration with National Institute of Entrepreneurship & Small Business Development (NIESBUD) at Dehradun on 10th May 2014 4. **Talent Management – Role & Scope for Entrepreneurial Leadership in Energy & Infrastructure Sector:** Paper got presented at the International Conference on Energy and Infrastructure (ICEI-2014), organized by School of Petroleum Management(SPM), Pandit Deendayal Petroleum University(PDPU), Gujarat, Jan 11-12th, 2014 5. **Importance of Professional Communication and Linguistic Proficiency for Employability & Entrepreneurship:** Paper published by UGC Sponsored National Level Seminar of Bhavan's H. Somani College, Mumbai, July 2013 6. **Issues in Education Reforms for Career & Work Life Balance:** Paper presented at the Conference on Education Reforms: The Changing Paradigms organized by Indian Institute of Management Kashipur (IIM-K) on 25-26th March 2013 7. **Your Passion must be Your Profession!:** The full length paper got published in Global Journal of Finance & Management (GJFM), ISSN No: 0975-6477, Vol-5, No.-11, Page No.: 38-43 (May 2013) | |
|  |  | |
| **Workshops and Seminars** |  | |
|  | 1. Attended a 2-day Workshop on **"Psychometric Assessment and Testing"** conducted by **Middle Earth HR Consultants** in association with **Carlton Advanced Management Institute (CAMI) USA,** organized by **Department of HR & OB, CoMES, UPES** on 3rd & 4th July 2015 2. Participated in a Workshop on **“Harnessing Intellectual Property and its Management for Growth and Prosperity”** organized by **Uttarakhand State Council of Science and Technology (UCOST)** in association with **National Research Development Corporation (NRDC)** on 26th April 2014 3. Participated in a Workshop on **“Ethical Leadership”** by **Mr. Mark Snyderman - VP, Global Ethics & Compliance and Assistant General Counsel Laureate Education, Inc.** on 6th February 2014 4. Attended the workshop on **"Teaching Business Communication in 21st Century"** conducted by **Dr. Shalini Verma - Author & Professor of Communication / Soft Skills**, held at CMES-UPES Dehradun in collaboration with PEARSON Education India on 25th September 2013 5. Training program on **NAAC (National Accreditation & Assessment Council) , IQAC (Internal Quality Assurance Cell)** & **NAAC Re-assessment Process**, at UPES on 17th August 2013 6. Attended 2-days World Congress on **“Business, Finance, Marketing and Industrial Management for Sustainable Development”** (BFMIMSD - 2013), held at Jawaharlal Nehru University, New Delhi, on 25th - 26th May 2013 7. Attended 2-day conference on **Education Reforms: The Changing Paradigms** organized by Indian Institute of Management Kashipur (IIM-K) on 25-26th March 2013 8. Attended a one day Seminar on **‘Academia-Corporate Interface for Up-skilling Leaders of Tomorrow’** organized by PHD Chamber – Uttarakhand Chapter in association with Doon University, Dehradun on 8th September 2012 9. Attended workshop on **“HR Audit”** organized by HR Guru Associates New Delhi, April 2012 10. Attended three days MDP on ‘**State of the Art HR’** at UPES-Dehradun, December 2011 11. Dr. Pramod Batra’s session on **“Self-Management”** & **“Entrepreneurship”** at IBS-Noida, October 2008 12. Workshop on **“Placement & Career Management Strategies 2008”** by IBS Hyderabad, August 2008 13. Training Workshop on **“Online Retail Services”, “US Collections Process”** and **“Customer Service & Telephone Handling Skills”** at HCL Technologies Limited Noida, October 2004 14. Training Session on **“Corporate Sales & Marketing” & “Major Account Handling Skills”**, Prime Honda Capital Cars Pvt. Limited New Delhi, April 2004 15. Scored 98.8% marks in **“Product Knowledge Training Course”** of Caltex Lubricants India Limited New Delhi, April 2000 | |
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| **Edification Accomplishments** |  | |
| **Professional Qualification** |  | |
| Doctorate | * Pursuing Doctorate Program (PhD) in Aviation Management from UPES Dehradun, 2015-17 | |
| Post-Graduation | * MBA – Marketing with 1st Division from Sikkim Manipal University, 2006 | |
|  |  | |
| **Educational Qualification** |  | |
| Graduation | * B. Sc. (PCM) with 1st Division from CCS University, 1996 | |
| Intermediate | * Intermediate with 2nd Division from UP Board, 1993 | |
| Matriculation | * 10th Class with 2nd Division from CBSE Board, 1990 | |
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| **Others** |  | |
| Certifications | 1. Completed **“Avoiding Bribery and Corruption: A Global Overview”** course from the LRN Legal Compliance and Ethics Centre of Laureate Education Inc., USA on March 16, 2015 | |
|  | 1. Completed the **“Laureate Code of Conduct and Ethics”** course from the LRN Legal Compliance and Ethics Centre of Laureate Education Inc., USA on December 01, 2014 | |
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| **Additional Information** |  | |
| Father’s Name | Sardar Jagdish Singh Rana | |
| Date of Birth | 7th October 1974 | |
| Marital Status | Married | |
| Children | Blessed with Two Sons | |
| Mother Tongue | Punjabi | |
| Other Languages Known | English, Hindi | |
| Hobbies | Reading Books, Watching Movies and Writing Prose | |
| Interests | Meeting & Interacting with People, Listening to Soft Music, Photography | |
| Permanent Address | I – 301, Govind Puram, Ghaziabad-201 013 (UP), National Capital Region, India | |
| Current Address | Frooti Residency, 54 Kishan Nagar, Dehradun – 248 001 Uttarakhand, India | |
| Passport Status | Ready | |
| PAN Card # | AMZPS7247N | |
| Social Network Profile | * http://www.facebook.com/educationistranavikramsingh7 * https://twitter.com/ranavikramsingh | |
| Blog | * ranavikramsingh7.wordpress.com | |
|  | | |
| **Rana Vikram Singh** | | |
| Date:  Place: | | |