

Santosh Kumari

(Military Veteran)

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🌐 www.linkedin.com/in/santosh-kumari-indian-navy

An accomplished **Woman Military veteran** and senior management leader with **10 years' experience** in the Indian Navy's Air arm, capable of leading and managing larger teams. Upskilled by undergoing **Executive PGDM in HR Specialization** from **Symbiosis International University**. Determined and dedicated with a versatile mindset and analytical problem-solving capabilities. Experienced in building future-ready HR capabilities through planning for training, coaching, mentoring, resource utilisation, career growth and employee engagement

SKILLSETS

- | | | | |
|--------------------------|-------------------------|-----------------------|-------------------------------|
| ❖ Decision Making | ❖ HR Management | ❖ Process Improvement | ❖ Co-ordination & Negotiation |
| ❖ Strategic Leadership | ❖ Conflict & Management | ❖ MS Office | ❖ Software Development |
| ❖ Stakeholder Management | ❖ Employee Relations | ❖ Problem-Solving | ❖ Effective Communication |

EDUCATION

- ❖ **Executive Post Graduate Diploma** in Management (**HR Specialization**) CGPA 8.53| **Symbiosis International** (Deemed University), **2021**
- ❖ **Advanced Diploma** in Software Development | **Mumbai Educational Trust (MET)**, **2009**

CERTIFICATIONS

- ❖ **Lean Six Sigma Green Belt**, KPMG, 2021

ACHIEVEMENTS

- ❖ **Honoured by Indian Navy for Devotion to Duty** in 2013
- ❖ **Awarded for 'Best in Flying'** Activities during Aviation course in 2011

WORK HISTORY

INDIAN NAVY

Jul 2016 – Jan 2020

Operations Officer / Search & Rescue Officer / Project Officer

- Lead and executed projects comprising numerous complex and high value equipment onboard IL-38SD such as **LDBMS, UHF Satcom and Link MSS worth 200 crores in collaboration with OEM** including developing SOP's
- **Accomplished operational missions** like Maritime Reconnaissance, Coastal Surveillance, SAR missions achieving more than **1000hrs** on Long Range Maritime Reconnaissance Aircraft (IL38SD).
- **Achieved high performance** without any safety incidents, increasing productivity of 500 personnel through efficient planning of flight schedules and extensive coordination to resolve airspace matters
- **Formulated tactics, manuals and checklists and communication procedures** for Anti-Terrorist Operations, Post Accident Plans, Air Search and Rescue procedures
- **Co-ordinated the maiden visit of former Defence Minister (Smt. Nirmala Sitharaman)** at the Naval Air station Tamil Nadu in 2017.
- **Conducted and organized the Maiden Coastal Security Seminar** at Tamil Nadu in 2018 by co-ordinating with various defence as well as civil high-profile dignitaries
- **Organised**, coordinated and hosted multiple high-profile multi-functional events including the Navy Ball at Goa, controlling a budget of 1+ crore INR, monitoring vendor activities and managing 2,500+ guests
- **Administered the project planning and development** of a tactical and confidential communication project setup in entire Naval establishments.
- As Officer in charge of Naval Wives Welfare Association (NWWA), planned, coordinated, managed and conducted welfare activities for the families of **500 naval personnel**.

INDIAN NAVY

Jan 2010-Jul 2016

Human Resource Manager

- **Coached and Mentored** 600 professionals as Airbase Operations Officer in enhancing their professional knowledge, practical utilisation and creating training programs to enhance technical skills and enable career growth and career mapping
- **Conducted performance appraisals** and assessed performance regularly by rendering more than 1000 confidential reports and promoting deserving employees for promotion and awards.
- **Provided leadership** to the subsequent teams in refining the existing policies and practices.
- **Conducted regular training and seminar** for 300 personnel on Anti-Submarine Warfare, Search and Rescue procedures and ensured effective utilization of many related equipment.
- **Headed and executed 08 Search and Rescue Operations** over sea, 12 Search and Rescue exercises involving team of 400 naval personnel and state authorities.