

Aarti Sharma

Kochi | aartisharma.navy@gmail.com | +917358015847 | [Linkedin.com/in/aarti-sharma-navy/](https://www.linkedin.com/in/aarti-sharma-navy/)

Overview

A seasoned Naval Officer with a strong team orientation and organizational skills. Hands-on experience in full life cycle leadership in Project management. Robust working knowledge of finance planning, budgeting and cost optimization. Adept at achieving important goals and objectives to accelerate growth. Believe in excellence through perseverance and continuous learning.

Professional Experience

Director

2021 - 2022

Led and Managed: 20 Managers, 300 Staff

- Crafted department's '**Vision and Mission**' statement and redefined KPIs. Built a well aligned cohesive team. Achieved outstanding BAU and record setting results in audits and inspections.
- Meticulously designed and successfully directed air operations and ceremonial fly past throughout INS Vikrant's commissioning as the nation's first aircraft carrier.
- Successful planning and execution naval night flight operations from Lakshadweep for 24x7 op readiness. Transported heavy machinery, equipment, men and material. Achieved cost cutting by \$ 1 million pa.
- Flawlessly executed airfield modernization project worth more than \$300 million. Supervised cross-functional teams, provided timely feedbacks and status update to senior leadership. Ensured on time, on budget delivery with complete user satisfaction.
- Formulated command anti- drone attack contingency plan to safeguard national assets worth billion USD. Supervised security audit teams, implemented security policies and assessed the Security Enhancement Projects.
- Developed internal employee recognition and reward scheme. Introduced 'Sailor of the Month' concept in the department to boost morale, recognise good work and inspire better performance. Overall efficiency improved by 50%.
- Elevated workforce performance by 40% by introducing concept of fatigue documentation and management; and work schedule management visibility.
- Responsible for performance appraisal, discipline, conflict resolution and grievances redressal for 300 employees.

Dy Director

2018 - 2020

Led and Managed: 15 Managers, 350 Staff

- As subject matter expert, directly contributed to the purchase and maiden operations of remotely piloted aircraft in India. Ensured on time project deliverables by successful stakeholder management between the US and India.
- Reviewed and restructured airspace specifications for strategic missions from Eastern Naval Command. Achieved fuel efficiency by 25% and increased operational efficiency by 20 %.
- Introduced an integrated aptitude test as part of the induction procedure for aviation officers. Revised performance appraisal methodology for new-hire officers. Achieved improved quality talent acquisition and retention rate by 30%.
- Formulated and put into effect grievance resolution policy as per Sexual Harassment of Women at Workplace Act, 2013. Conducted awareness workshops for 3000 employees and provided guidance when complex and sensitive issues arise.
- Formulated and directed policies ensuring regulatory compliance with extant naval and national policies.

Senior Manager

2013 - 2017

Led and Managed: 15 Managers, 250 staff

- Revitalized Safety Management system through continuous risk assessment, reviewing operating procedures and implementing best practices. Achieved zero risk operations.
- Enhanced employee domain knowledge & productivity by 30% by modernizing training techniques; and providing continuous learning & timely feedback.
- Conducted full cycle recruitment of about 100 industrial firefighters; excellent standards maintained by continuous training.

Led and Managed: 5 Managers, 50 staff

- Designed specifications for Goa International Airport's parallel taxi track worth \$15 million. Reduced aircraft turnaround time by about 25% and achieved cost saving of about 30%.
- Coached and mentored workforce to address problems of poor performance, improving performance by 25%. Helped and motivated employees prepare for competitive exams & interviews. 05 selected for officer cadre, 02 for Instructional duty.
- Gained valuable experience in full cycle recruitment administration and employee data management of 6000+ employees.

Lecturer in English (Ambala)

2006 - 2008

- Coached and mentored 500+ students. Assisted them in determining their academic potential and career path.
- Organized and conducted interviews for onboarding talented teaching staff to improve quality of education imparted.

Education

MBA (Global), Deakin Business School, Australia.

Expected Completion: Jan 2023

Armed Forces Program in International Business Management, IIFT, Delhi (2022).

Postgraduate Program in Management - Business Analytics, IMT, Ghaziabad (2021).

Master of Philosophy (English), CDL University, Sirsa (2007).

Master of Arts (English), GMN College, Ambala Cantt (2005).

Bachelor of Science (Computer Applications), SD College, Ambala Cantt (2003).

Certifications

Agile Scrum Master, Simplilearn.

Lean Six Sigma GB Certification, LinkedIn.

Safety Management Course, Institute of Aerospace Safety, New Delhi.

Strategy and Leadership Course, Indian Navy.

Core Skills

Leadership | Operations | Project Management | People Management | Stakeholder/ Vendor Management | Continuous Process Improvement | Problem Solving | Policy Formulation | Change Management | Risk Mitigation | Communication skills

IT Skills

MS- Excel, MS-PowerPoint, MS-Word, Tableau, Basic programming in C and Python.

Additional Accolades

- **The youngest officer ever** appointed as Head of Department for Operations & Airport Management in a Naval Airport.
- Awarded '**Golden Eagle**' for excellence in the workplace.
- Awarded "**Category A**", the highest rating for professional competence in the Indian Navy.
- Received the Naval Academy's '**Torch**' award for academic excellence.