B. Arun Kumar

Mobile:

+918971985888

**arun15in@hotmail.com**

**Career Objective:**

Seeking a challenging career with a progressive result oriented organization, which offers ample opportunity to prove, improve and grow in career and professional advancement.

**Professional Experience**:

**Chief General Manager – Distribution TV Channel**

@ **Dighvijay News** Owned by

**M/S VRL Media Limited**

Having No.1 Kannada Daily Vijayavani

Looking after Entire Karnataka Placement of Channel

**Promoted as General Manager Admin – Distribution in the Month of Jan 2017** @ M/ S Yash Techno Media Private Limited Suddi Tv

**Manager – Admin/Distribution**

**Worked as Manager- Admin/Distribution @**

**M/S Yash Techno Media Private Limited ( Suddi TV)**

**headed by Mr. Shashidhar Bhat since Sep 2015 till Date.**

**Responsibilities:**

* Pre-auditing the monthly Payroll for zero error before processing salaries.
* Maintaining & Tracking Attendance, Leave, LOP for all levels of employees as per HR leave policy
* Cross checking employees attendance Every day, Weekly & Monthly basis
* Sending weekly attendance report to respective departmental HOD’s
* Closely working with finance department for employees
* Getting Leaves & attendance details from respective branch offices
* Interacting with employees on regular basis / Floor walks
* Recovering the assets provided by the company (Badges, ID Cards, Mobile, Laptop & Others)
* Employees Facilities Management – ID Cards, Mobile, System, Biometrics, Visiting cards & arranging for access cards, seating arrangements for new joined employees.
* Taking care of Housekeeping, Transport, Canteen, and Security Availability of Stationary, office Equipment’s and furniture for all the branches
* Monitoring the general administration functions and co-ordination with other departments to ensure smooth operational activities.
* Taking care of employees’ transfers & relocation related to Admin.
* Totally Taking care of Dual Responsibility of Channel Distribution and Admin.
* Distribution part: Taking care of Entire Karnataka Channel Distribution on MSO Plat form as well as DTH Platform.
* Have a strong knowledge on MSO and Last Mile Operator.

**Raj Television Network Ltd**

**Worked as Manager Distribution (Karnataka) as state head Distribution.**

**Duration : March 2014 to Aug 2015**

# **Designation : Manager Distribution (Karnataka)**

**Territory : State Head Karnataka**

**Job responsibilities**:

* + Setting up marketing processes
  + Streamlining sales and distribution
  + Business Strategy and Planning
  + Planning new concepts and creative

**Global Networking**

**Bejai Church Complex**

**Bejai**

**Mangalore**

**Distribution of TV Media Channels.**

**India Cast Media Distribution Pvt Ltd (Network 18, Viacom18 & E TV)**

# **Designation : Marketing and Business Development Head**

**Duration : April, 2012 to Feb 2014**

**Territory : South Karnataka -14 Districts (State –** Karnataka)

**Job responsibilities**:

* + Setting up the marketing team
  + Setting up marketing processes
  + Streamlining sales and distribution
  + Tie up with corporates and clients
  + Business Strategy and Planning
  + Planning new concepts and creative
  + Database development and management
* **Sri Rambhapureeshwara Cable Network**

**Someshwara Complex**

**Balehonnur 577112**

**Chikkamagaluru Dist.**

# **Designation : Proprietor**

**Duration : October, 1996 to 2012**

**Territory : Balehonnur,**

**Chikkamagaluru Dist. (State – Karnataka)**

* **Job responsibilities:**
* Planning and implementing Local Sales Promotion – marketwise
* Leading 3 verticals for business development - Sales, Service & Retention.
* Starting from the scratch have run Cable Network for more than 13 Years. We had over 1000 satisfied customers. There were Five Staff working in the Firm.

**Personal Details**:

Name : B. Arun Kumar

Date of Birth : 15th May 1971

Education : Bachelor of Science

# Marital Status : Married

# **Permanent Address : # 34 GowriShankara, 7th Main Road, 4th Block**

**2nd Phase, Banashankari 3rd Stage**

**Bengaluru 560085.**

**Declaration**

I hereby declare that the information given above is true to the best of my knowledge.

B. Arun Kumar