

AJAY K LAKHWARA

New Delhi · | 9871093669 | ajaylakhwara@gmail.com

An Operational Manager with ~40 Years' experience in various domains including Operational Management, Supply Chain Management, Administrative head as well as Accounts handling. Possess Technical Expertise in management processes in Tyre Trade.

Ready to begin the second innings and work in a challenging environment where my experience & skills can be utilized and developed. Interested in acquiring advance skills and exploring avenues in the field of Supply chain management and administrative practices.

EXPERIENCE

OPERATIONAL LEGAL CONSULTANT, MRF LIMITED

1ST AUGUST 2020 – PRESENT

Consultant for Legal matters for northern region (post retirement), Regional Office - New Delhi.

OPERATIONAL HEAD FOR NORTH REGION, MRF LIMITED

OCT. 1985- 31ST JULY 2020

- Managing all administrative activities of 44 sales offices - 6 Regional Distribution Centers - 5 OE Warehouses and their co-ordination with Regional/Head Office. This includes:
 - Human Resource planning, Deployment and Utilization to ensure operational continuity.
 - Time bound Administrative Procurement
 - Compliance framing and policy implementation across the Northern Region
 - Opening new avenues and their running and maintenance etc.
- Supply chain management of Materials including:
 - Planning & Distribution of materials for the entire region to avoid stock outs at any Sales Offices.
 - Smooth handling of Logistics to ensure timely deliveries to the channel partners including Dealers OEMs, Govt. Departments & fleets.
 - Inventory Management at warehouses
- Sales accounting
- Billing and Taxation Planning and Regulatory Compliance Management
 - Ensure strict compliance of all Govt. regulatory includes GST, Taxation & other statutory laws as well as labor laws.
- Network Expansion and Administrative Management
 - Demand Forecasting on a Regional level to open new offices and warehouses
 - Expanding operations to new geographies to enhance sales.
- Data Management and Reporting
 - Implemented and encouraged the use of MIS across the region for providing productive data to the HO on daily and periodic basis.

UDAIPUR CEMENT WORKS & HINDUSTAN SUGAR MILLS LTD (A BAJAJ GROUP COMPANY)

1982 TO 1985

Accounts management at its Delhi office as an Accounts officer for 2.5 years.

SHIVALIK RASAYAN LTD

1980 TO 1982

Worked as Jr. Accountant at their Corporate office in Delhi

EDUCATION

CA INTER, INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA

1977-1978

3 years CA articles from K.K Khanna & Company –Chartered Accountants New Delhi, year 1975 to 1978.

B.COM, AURBINDO COLLEGE, DELHI UNIVERSITY

1974-1975

HIGHER SECONDARY SCHOOL, CBSE NEW DELHI

1971-1972

SKILLS

- Operational Management
- Administration and Events Planning and Management
- Supply chain and Logistics planning and management
- Human Resource Planning

STRENGTHS

- An avid Team player with extensive experience in managing the operations for large geographies.
- Honest and dedicated
- Self-discipline, determination, and willingness to learn new skills and excel at them.
- Strong communications and convincing skills.

ACTIVITIES

A Cricket enthusiast with interest in World Politics and History.

PERSONAL DETAILS

Date of Birth : 30th April 1959

Address: Nil 65-B Malviya Nagar, New Delhi -110017