

RESUME



Post Applied For

Name - **ADMINISTRATION OFFICER**
Date of Birth - Deshmukh Santosh Kumar
Next of Kin - 09 Sep 1977
Language known - Mrs Sushma S Deshmukh (Wife)
Designation in Indian Navy - English, Hindi, Marathi
Computer Knowledge - Petty Officer, Radio (Tactical)
Contact no. - MS Word, MS Excel, Power Point and basic hardware & networking
E-mail ID - **+91 9284998983**
Address: - santoshkumardeshmukh777@gmail.com
- Deshmukh Santosh Kumar
S.No 18/2, Sambhaji Nagar, Runwal Park
Dighi, Pune – 411 015

Professional Qualifications:

Senior Team Leader	Feb 2017	Ambrey Risk
Maritime Security Team Leader	Feb 2015	Ambrey Risk
Deputy Team Leader	Feb 2014	Ambrey Risk
Petty Officer		Indian Navy

Additional Qualifications:-

Anti Piracy Course		Jul 2013	Ambrey Risk UK
City & Guilds Course		Feb 2014	MANIPAL
2 nd Officer (NCV) Coastal		Jan 2012	LBS CAMSAR
Fire and safety Officer	Certificate No. FFA/3281/027/17	Jun 2017	Indian Navy
Advanced medical and trauma courses	Certificate No. MFA/0292/021/17	Jun 2017	NAMAC
SSO	SSOC/0385/025/12	Jun 2012	NAMAC
GMDSS(Radio Officer)	GMDSS(GOC)/MUMBAI/MUM/R/1599	Jun 2012	NAMAC
ROSC(Radar simulator)	Certificate No. ROSC/0292/021/11	Oct 2011	NAMAC
ARPA(Automatic Radar)	Certificate No. ARPA/0289/022/11	Nov 2011	NAMAC

Seafarer's Documents:

Documents	Number	Date of Issue	Place of Issue	Date of Expiry
PASSPORT(Indian)	Z3943736	04-01-2017	Pune	03-01-2027
CDC (Indian)	MUM 194892	27-01-2017	Mumbai	26-01-2027
PCC	SB/VERI/R/49549/2016	24-01-2017	Pune	23-01-2018
Yellow Fever	C-01575	08-07-2013	Mumbai	18-07-2023
Seafarer Medical		08-06-2017	Mumbai	07-06-2019

Educational Qualification:

0 NAME OF EXAMS	1 UNIVERSITY	2 YE AR
Degree Equivalent Diploma in General communication Diploma in Information Technology SSC	INDIAN NAVY Cochin University of Science & Technology Om Computer Institute, Mumbai CBSE Board	2011 2006 2011 1994

WORK EXPERIENCE IN INDIAN/MERCHANT NAVY

Date	Company	Position	Role & Responsibilities	Number of Transits	Number of Sea Days
15 Feb 2017 – Till date	Ambrey Risk(Apex)	Senior Team Leader	Working as Senior Team Leader, supporting vessels across HRA	07	200+
21 Sep 2013 – 14/02/17	Ambrey Risk(IPM)	Maritime Security Team Leader	Worked as an Team leader, supporting vessels across HRA	42	800+
04/08/12 – 08/02/13	Timeline Ship mgt	Jr Off/ Radio Off	Carried out duties of 2 nd Off and Radio Officer	--	186
31/07/1996 – 31/07/2011	Indian Navy	Petty Officer	Worked as department head in various Naval establishments.	15 Years	--

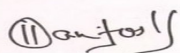
Pen Picture: 15 Years of extensive experience onboard various Naval vessels and Naval establishments. Worked in highly disciplined, challenging, highly sensitive environments and operations of time bound nature. Experienced in skillfully handling and solving various queries/complaints in highly demanding situations.

An astute and result oriented professional with over 15 years of varied experience in Indian Navy and various mercantile vessels transiting through High Risk Area. Some of the achievements are highlighted below :-

- **Presently working as Senior Indian Team Leader with Ambrey Risk, (United Kingdom). First Indian to be selected by the company for this post. Successfully completed 50 transits (1000 + days) through UKMTO designated High Risk Area. Incharge of Maritime security teams of personnel of different nationalities.**
- **Primarily responsible for conduct of the teams, assessment of the organization, compiling various reports for onward submission to the company. Writing personnel assessment of team members for the company.**
- **Have experience of over four years working for a British Company. Possessing high level of English language knowledge. Have experience of working with people of various nationalities.**

- As a Senior Team Leader, highly experienced in maintain records, taking care of company equipment, Conduct of the team members, preparing various reports.
- Responsible for day to day training of team members.
- Excellent feedback from clients have resulted in boosting company's client base. No negative report from over 50 clients (vessels) have resulted in out of turn promotions.
- Responsible for maintaining highest standard of client satisfaction.
- Responsible for liasoning with different authorities of various countries for smooth operations.
- Responsible for prompt solving and reporting of queries and complaints.
- Have worked in highly tense and stressful situations and environments.
- Organisational skills have been highly appreciated at company and client levels.
- Worked as department incharge of the Indian Naval Organisation in various Naval establishments.
- Selected for Deputy Team Leader course conducted by Ambrey Risk (UK) in just three months. Got out of turn promotions on two occasions for exemplary professional standards.
- Undergone City & Guilds course conducted by Ambrey Risk(UK) through Manipal university
- Having knowledge of 2nd Off and Radio Off has helped in carrying out duties of STL/MSTL/MSO , excellent assessment reports post transit and performing exceptionally well in all the security related courses conducted by the company.
- Experienced in conducting various briefs such as Masters brief, Crew brief and drills onboard.
- Experienced in conducting Risk Assessment and threat management onboard ships in HRA.
- Experienced in compiling post incident and Post Transit Reports, Returns, Inventory of Arms and equipment and compiling MSO/ personnel assessment.
- Full understanding of company's SOP's and legal requirements.
- Good Computer working experience including accessing internet
- Responsible for discipline and welfare of colleagues/co workers.
- Qualified Fire and Security Officer.
- Performed observation and reporting task of Organisational requirement. Maintenance and preparation of Vehicles, and control of team equipment in the Naval service.
- Has an experience in management of 24 persons in their welfare management as in charge of my department on various naval establishments and Ships.

Date: 28 Nov 17
Place: Pune



(Santosh K Deshmukh)