

Summary



Key Achievements

- **"OUTSTANDING ACHIEVEMENT AWARD" for BEST of BEST PERFORMANCE by CMD and Board of Directors of Hindustan Petroleum Corporation Limited**

Ashok Chahar

Project Manager/Senior Consultant

Gurgaon, India

Profile Summary

- Around 10 years across industry experience in **Project Management** , Pre-sales, Management Consultancy,Business & Operations strategy,Procurement Management and Competency Buildup.
- Strong Knowledge in **Project Management, Project Lifecycle Management**, Transition Management, , Solution Designing, Business Process Mapping, Knowledge Management, Training and Development, New Business development ,Operational improvements
- Completed one year regular full -time **PGDM- from IIM Calcutta** with specialization as "Visionary Leadership in Manufacturing"
- Certified in Country focused "Champions for Societal Manufacturing" by Japan International Cooperation Agency(JICA)
- Certified by Shri Shoji Shiba, an international expert in Total Quality Management(TQM),Breakthrough Management, FSDP, a Deming prize winner in individual capacity, for my abilities to jump into fish bowl and swim with fishes through Japan visit
- Based on the diagnostic findings from Mckinsey, lead an aggressive transformation program for TMT vertical which led to significant savings to the organization.

Roles

Project Manager

Senior Consultant

Resource Manager

Senior Officer

Officer

Education

Start - End	Name	Institute	Degree	Country
2014-2015	PGDM	Indian Institute of Management, Calcutta	PGDM	India
2004-2008	B. Tech,Mechanical	YMCA, University of Science & Technology, Faridabad	B. Tech	India
2002-2003	XIIth (Med & Non-medical)	CBSE		India
2000-2001	Xth	CBSE		India

Courses

Completion Date	Name	Institute	Country
2015	Project Management Course	Indian Institute of Management, Calcutta	India

Certifications

Name	Institute
Quality Management system auditor/ Lead Auditor as per ISO 9001:2008	Bureau Veritas
Green Belt on lean Six Sigma methodology	KPMG
Certified for handling compressed gases and petroleum products	Petroleum & Explosive Safety Organization (PESO), India

Skills & Competencies

Skills	Proficiency	Years Exper.	Last Year Used	Primary Skill
Project Management	Expert	7	2018	Y
Presales ,Sales & Marketing	Expert	4	2018	Y
Business Analyst	Expert	2	2017	Y
Management/Operational Consultancy	Expert	2	2017	Y

Languages	Proficiency
English	Business Fluent
Hindi	Business Fluent

Recent Assignments

Start - End	Client Name	Assignment Name	Role
April 2017- Till Date	ATOS	Office 365 Migration project Automatic Virtual Assistant Projct Pre sales lead-Microsoft Practice-GDC India	Project Manager Senior Consulatnt
Responsibilities	<ul style="list-style-type: none"> • Directly Managing all aspects of Office 365 Migration Project & Automatic Virtual Assistant Projects of value 1.3 M Euros involving 31 FTE from its Bidding stage to Initiation, Planning, seamless execution and Delivery of the project to an International European client • Developed the project charter, integrated project plan, resource plan, contingency plan, risk mitigation plan, key milestones and other project management deliverables • Prepared financial forecasts i.e. cost, WIP, revenue, travel and provided on-going reconciliations • Representing the project in various project governance forums, escalation mechanisms and published periodic customized project status reports as per the needs of the audience • Ensured appropriate stakeholder engagement, change and communication management • Preparing responses for customer i.e RASCI matrix document, Solution document, RFIs, RFPs, Bid documents for Microsoft Practice and submitting the proposals as per timeline. • Analyzing Client requirements, procedures, and problems, reviewing and understanding their existing application system capabilities, workflows, interface dependencies, business processes and proposing the possible solutions. • Interacting with application developers in order to translate business requirements into application requirements. • Documenting & presenting the business/functional requirements to stakeholders. • Working with the technical teams effectively and efficiently in order to ensure all desired functionalities are delivered to the client with proper compatibility between applications and systems. • Coordinating with different Practices, Delivery teams for commercial estimates. • Instrumental in winning the contracts from Global MNCs in the sphere of Public Health, Manufacturing, Retail, and Entertainment. • Writing and maintaining business process work flows, reference cases, end-user documents, presentations, other collaterals & updating and 		

	maintaining Global Repository for the Microsoft Practice. <ul style="list-style-type: none"> To represent the business/solutions to senior levels of management i.e. CEO, CFO, Global Heads, SVPs etc. on regular basis. 		
Jan2017-Macrh 2107	ATOS	Resource Managemnt	Senior Consulatnt
Responsibilities	<ul style="list-style-type: none"> Defined & documented various processes for the Global RMG team i.e. Timesheet/Retention management, DSMS (Demand and Supply management system), Pyramid management, onboarding management etc. Defined & documented RASCI for the various processes for RMG team. Responsible as Resource Manager for B&PS Telecom, PM/SDM, Other TECH, India Sourcing and 7 other Delivery Portfolios. Ensured smooth transition for assigned 10 competencies during restructuring. Presenting reports to the top management on regular basis. 		
Jan 2016 - Dec 2016	ATOS	Management consultant- Telecom Competency	Senior Consulatnt
Responsibilities	<ul style="list-style-type: none"> Assisted in Managing the Telecom Competency more than 450 FTEs and ensuring meeting to all the KPIs defined for competency. Developing Outlook, budget, KPIs for entire Telecom Competency and communicating to the top management as well as to the entire team. Managing key parameter like Utilization, DSMS, Revenue growth, CSAT and Profitability <ul style="list-style-type: none"> Validating the demands, developing and executing the hiring plans Expressed strong leadership, communication skills, analytical ability, relationship management and co-ordination skills Developed and maintained resource schedules including joining plans, release plans, ensured smooth deployment of resources. Always ensured the lowest possible gap between demand and supply. Ensured bare minimum possible Bench size. Achieved & maintained utilization level up to 95 % for the competency. Instrumental in establishing and smoothly running Telecom Training Academy, Recruitment Drives and People Excellence activities. <ul style="list-style-type: none"> Designing & execution of training plans, setting up the training academy Driving Recruitment drives, partnering with recruitment, certification & training agencies Ensured Hygienic/generic goals are achieved at each resource level Periodic presentation of various reports to the top management. Significantly reduced the gap between Demand and Supply for France GBU by bringing the rigor, transparency & by smoothly coordinating with different competencies, Delivery teams, and Mobility & GBU folks. 		
April 2015- Dec 2015	ATOS	Management consultant- Solution practice	Senior Consulatnt
Responsibilities	<ul style="list-style-type: none"> Effectively communicated at the executive level and driven operational transformation initiatives like Tier-1, Project Financial Dashboard etc. Assisted in Developing Outlook, budget, KPIs for entire Team of SOL Practice(50 m INR Internal Revenue) & Telecom Media and Technology Market(50 m INR Internal Revenue) and communicating to the top management Managing key parameter like Utilization, P&L, Revenue growth, Overruns, CSAT <ul style="list-style-type: none"> Identifying reasons for revenue leakage at practice level and taking corrective actions Designing & execution of margin improvement plans Strong understanding of delivery processes and excellent customer management skills Responsible for designing & execution of Operational Improvement Programs for projects being delivered globally Ensuring adherence to global practices/processes till project & resource level 		

Employment History

Start - End	Empl. Name	Job Title	Business Type	City	Country
May 2011 – March 2014	HINDUSTAN PETROLEUM CORPORATION LIMITED	Sr.OFFICER In charge -Retail Up gradation	Retail sector- Petroleum Products	Jammu	India
Responsibilities	<ul style="list-style-type: none"> Instrumental in setting up new retail business units Led the team for identification of strategic business locations, Technical Inspections, Field Evaluations Negotiated with landlords and executed lease agreements Liaised with Regulatory bodies, State administration for necessary approvals Planned, executed, controlled & reviewed project activities i.e. economic evaluations, cost estimates, Bar charts, QAPs, appropriation of budgets, processing payments, capitalization, risk management Reviewed the drawings, cost sheets, check sheets developed by engineers, architects, and consultants Monitored, controlled, reported cash flows, quality, budgets, schedule of projects Led a team of 40 vendors/contractors for Jammu & Kashmir state and delivered 88 Complex Projects (multi-site) of 6.5 m USD from inception till completion and handing over to dealers/clients Provided assistance to vendors/contractors in their process improvements, operational excellence and risk management Achieved & sustained high performance through development of strong local vendor,contractor, supplier base Finalized, executed Annual Operating Plans, Yearly Procurement Contracts, Annual Budgets, CAPEX for Jammu Region Managed procurement activities for Retail SBU, Operations & Distribution SBU and Direct sales SBU for J&K state Assisted Direct Sales SBU in penetrating new market i.e. Indian Defence Services and getting signed 34 board approvals of annual business worth 36 m USD 				
Achievements	<ul style="list-style-type: none"> Played a key role in attaining 22 % market share from almost zero level by HPCL Direct sales SBU in J&K Nominated for strategic team "Corporate Ran Neeti team" of HPCL, from JKRO 				
AUG 2008 – APRIL 2011	HINDUSTAN PETROLEUM CORPORATION LIMITED	OFFICER- Retail	Retail sector- Petroleum Products	Kolkata	India
Responsibilities	<ul style="list-style-type: none"> Conceptualized, executed, commissioned & delivered 13 Retail Auto LPG Projects (33% of PAN INDIA) in Eastern Zone of worth 1.6 m USD within 2 years Responsible for site identification, installation of Automation system, UAT & training, support & Handover to end users at 20 locations in Kolkata Region Delivered 32 Complex Projects (new construction/major modernisation) of 1.4 m USD from inception till completion and handing over to dealers Managed Sales & Marketing, Supply & Distribution for 15 ALDS, worth 26 m USD annual B2B businesses in Eastern Zone Interfaced with internal and external stakeholders- Customers, HQ, Zonal office, OEMs, Dealers, Suppliers, Vendors, Transporters 				
Achievements	<ul style="list-style-type: none"> Played key role and HPCL in attained no. 1 rank from no. 3 in terms of volume/infrastructure in ALPG in East Zone 				