**Reddy Sekhar.G Address:**

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Hongasandra B-68,

Bangalore-560068

Mail ID: [sekhar4848@gmail.com](mailto:sekhar4848@gmail.com)

**Mobile: +91 9900713431**



**JOB OBJECTIVE**  
 I look forward to associate myself with an organization, where there is an opportunity to share, contribute & upgrade my knowledge for development of my career & organization.



**PROFESSIONAL EXPERIENCE  
 Company:** IBM Daksh/Concentrix India PVT LTD.   
 **Total Experience:** 4 Years 11 months  
 **Designation:** Senior Practitioner as logistics executive.



* Tracking the orders, providing the POD, BOL, COO,CI,PL (Shipping documents), handling the urgent shipments, booking RMA and replacements.

* Ensure all logistic providers execute transportation moves in accordance with established SLA and standards
* Consistently perform cycle count, pick pack and ship accuracy at the meets expectations performance level
* Import shipments customs clearance and document filing
* Arranging pickup and delivery of shipments
* Support all functions of shipping and receiving including military and commercial shipping, commercial receiving, and shipping documentation.
* Perform export related functions in the shipping process
* Coordination of warehouse and transport service providers to make in-time and accurate delivery from warehouse to clients.
* Oracle R12 is used to book the new orders and for all other changes
* Handling the requests via E-mails , Online chats , Phones calls only to resolve IT issues
* Handling the Escalation cases and following the escalation requests in timely manner
* Engaged in solving process queries as a Subject Matter Expert (SME) and Single Point of Contact (SPOC).
* Preparing EOD reports , quality checks and analyzing of inputs

**REWARDS AND RECOGNITION**



* Awarded as Unsung hero for the best performance from Client.
* Recognized for having good Process knowledge
* Best assigner of request from team which results to achievement of the Team’s TAT
* Winner of Business Quiz in National Management Meets during my MBA.

**TECHNICAL SKILLS**



* Basic Computer knowledge (MS-Word, MS-Excel, and power point, Outlook)
* Good typing speed.
* Experienced on Oracle11i, R12, NGC (Configuration tool), Sales force(CRM)
* Cisco Tools
* Mapping Tool, People Directory

**EDUCATION**



* Bachelor of commerce (B.com computers) from SV University, Tirupati
* Master in Business Administration (M.B.A) from SV University, Tirupati.

**ASSETS/STRENGTHS**



* Positive Thinking
* Good communication and interpersonal skills
* Good Analytical Skills
* Quick learner ad ability to work under pressure
* Maintain relationship with Internal Teams and External clients

**PERSONAL STATEMENT**



I am confident of adapting to any changing environment as an individual and as a team. I continuously seek for challenges to prove myself, and provided an opportunity to work and assure that I shall prove to be an asset to the esteemed Organization.

**DECLARATION**



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

**DATE:**

**PLACE**: Bangalore. **REDDY SEKHAR G**