**RESUME**

**Dharamavir Singh Sikarwar**

**Azad Nagar, Gali No.-2,Murar,Gwalior(M.P)**

**Mobile- 9329614779**

**E-Mail-** [dharamavir84@gmail.com](mailto:Dharamavir84@gmail.com)

**CAREER OBJECTIVE:-**

Seeking a challenging career with a progressive organizationthat provide an opportunity to capitalize my technical skills and abilities.

**PROFESSIONAL EXPERIENCE:-**

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| **ORGANIZATION** | Frontier Markets Consulting Private Limited |
| Designation | Assistant manager operations |
|  | 24-Nov-2021 To PRESENT |

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| **ORGANIZATION** | **SKILLS 2 SKILLS LLP(DDU-GKY,AMRITSAR,PUNJAB)** |
| **DESIGNATION** | **WAREHOUSE TRAINER'S ( INVENTORY CLARK )** |
| **TENURE** | **NOV,2020 TO SEPTEMBER ,2021** |

**ROLE DESCRIPTION:-**

* Formation of new batches.
* Delivery of training according to Project guideline.
* Counseling of candidates for placement and migration.
* Conduct seminars and special session for candidates regarding Placements Activities.
* To move the candidates for placement and ensure proper retention.
* To maintain all records of placed candidates like their place of working, DOJ, work location etc.
* To collect the Offer Letter, Salary Slips and Bank Statements of placed candidates for records.
* To maintain MIS data of all placed candidates.
* Maintain maximum conversion rate of candidates from under training to trained.
* Maintain and improve attendance of candidates.

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| **ORGANIZATION** | **POSSIT SKILLS ORGANIZTION(DDU-GKY,FATHEPUR,U.P)** |
| **DESIGNATION** | **CONSIGNMENT TRACKING EXCECUTIVE ( LOGISTICS TRAINER'S )** |
| **TENURE** | **JUNE 2019 TO JUNE 2020** |
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**ROLE DESCRIPTION:-**

* Formation of new batches.
* Delivery of training according to Project guideline.
* Counseling of candidates for placement and migration.
* Conduct seminars and special session for candidates regarding Placements Activities.
* To move the candidates for placement and ensure proper retention.
* To maintain all records of placed candidates like their place of working, DOJ, work location etc.
* To collect the Offer Letter, Salary Slips and Bank Statements of placed candidates for records.
* To maintain MIS data of all placed candidates.

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| **ORGANIZATION** | **EXCELUS LEARNING SOLUTIONS – A DIVISION OF QUESS CORP.(PMKK MAHOBA)** |
| **DESIGNATION** | **WAREHOUSE PIKCER TRAINER** |
| **TENURE** | **MAY,2017 TO JUNE,2019.** |

**ROLE DESCRIPTION:-**

* Delivery of training according to Project guideline.
* Maintenance of attendance in classroom.
* Career counseling of students.
* Participation in Mobilization Process.
* To maintain healthy environment in classroom.
* Counseling of candidates for placement and migration.

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| **ORGANIZATION** | **FUTURE SUPPLY CHAIN SOLUTIONS LTD. (CDC LUCKNOW)** |
| **DESIGNATION** | **INWARD / OUTWARD/ADMINISTRATIVE.** |
| **TENURE** | **MAY, 2012 TO AUGUST, 2016** |

**ROLE DESCRIPTION:-**

* Responsible for RTV Goods.
* Took care of stock inventory of damage LOB.
* Responsible inbound activity of LOB.
* Preparation of all MIS for food damage.
* Responsible to vendor RTV on Day to Day basis.
* Follow up with category team for audit Vendor RTV and RPO.
* Follow up with store for shortage and ZFLSL Documents.
* Day to Day tracking of Booked ZFLSL and follow up till closure.
* Responsible for MIRO and all LOB.
* Took care of document register and pest control services in DC.
* Prepare GRN/Discrepancy note of vendor vehicle.
* Tracking of dispatched MIRO.
* Creation of Pick list and Plan for picking and closure.
* Took care of inbound and outbound activity of DC.
* Preparation of Daily PI of all LOB and send to management with analysis.
* Manpower planning for Recruitment purpose.
* Coordinate with category team for dispute case for immediate closure.
* Responsible for NSM stock and consumption in system.

**PROFESSIONAL SKILLS:-**

* Excellent written and verbal communication skills
* Highly Organized and Efficient.
* Ability to work individual or as a part of team.
* Command on SAP.
* Excellent Team Management.
* Dedicated and fully committed towards the profession.
* Ability to solve on the job problems effectively.

**ACADEMIC QUALIFICATIONS:-**

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| **EXAM/DEGREE** | **UNIVERSITY/BOARD** | **SUBJECT** | **YEAR OF PASSING** | **PERCENTAGE** |
| **M.S.W** | Madhav Prasad Bhoj Open University,Bhopal,(M.P) | Rural Development,Social Work | On Going | NA |
| **B.A** | Maharishi Mahesh Yogi Vedic University(M.P) | Arts | 2015 | 66 |
| **HIGHER SECONDARY** | M.P Board | Arts | 2005 | 41 |
| **HIGH SCHOOL** | M.P Board | Arts | 2003 | 48 |

**ACADEMIC QUALIFICATIONS:-**

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| **EXAM/DEGREE** | **UNIVERSITY/BOARD** | **SUBJECT** | **YEAR OF PASSING** | **PERCENTAGE** |
| **DIPLOMA IN YOGA EDU.** | Yogeshwar Group of Yooga Education | YOGA | 2018 | 82 |
| **TOT CERTIFICATION** | NSDC | Warehouse Picker/Packer | 2017/2019 | NA |

**EXTRA ACTIVITIES:-**

* Participated in NCC Naval Wing (A certificate B Grade)
* Participated in Pulse Polio Drive.

**PERSONAL PROFILE:-**

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| **Name** | **DHARAMAVIR SINGH SIKARWAR** |
| Father’s Name | Purushottam Singh Sikarwar |
| Mother’s Name | Uma Sikarwar |
| Date of Birth | 11th Feb 1984 |
| Gender | Male |
| Category | General |
| Marital Status | Married |
| Religion | Hindu |
| Nationality | Indian |
| Languages Known | Hindi & English |
| Hobbies | Playing Chess , listening music, reading books,  Travelling, Making new contacts. |
| Permanent Address | Azad Nagar, Gali No.-2,Murar,Gwalior,(M.P)  Pin-474006 |

**PERSONAL PROFILE:-**

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

**Date……………………..**

**Place……………........... Signature**