**Sandeep Kumar (Mr.)**

Email:singhsandeep2289@gmail.com

Phone: 9858061052

**Proven work experience in Logistics & Warehousing operations, Currier, Branch operations, Customer relationship and Material Management. Possess a combination of functional expertise in different components of Supply Chain Management & Reporting, Service Operations.**

**Summary**

* A result driven and resourceful with **almost 5 years** of experience in **improving operational efficiency** through well researched and modified processes and strategies
* Rich understanding of different aspects of **Supply Chain coordination**, implementation &**Client Relationship Management**
* Profound experience of supporting the delivery of new and existing products and **business enhancements** that enable individuals and organizations to **improve the quality and productivity**
* Proven competency in ensuring that goals and meetings of each department are right on schedule

**Educational Qualification**

### Diploma In Computer Application: National Institute of Computer Education and IT, 2020.

### Post-Graduation : Post Graduate Diploma in Logistics &Shipping.

### University : Indian Institute Of Logistics, Chennai, 2013.

Graduation : B Sc.- 2010.

**Core Competencies**

|  |  |  |
| --- | --- | --- |
| Logistic Operations | Business process streamlining | Vendor Managment |
| Reporting Skills | Client Relationship Management | Warehousing /Branch operations |

1. **Technical Expertise (***Functional***)**

MS-Office(MS-Excel, MS-Word, MS-PowerPoint, MS-Outlook). Gmail.

**Organizational Experience**

Company : DTDC Express Limited

Location : Jammu

Duration : 1 Feb 2019 till present

Designation : Branch Manager

Nature : Regular Full time Employment

My Role & Responsibilities:

- Responsible for all the branch related operations for any volume.

- Coordination with all the Channel Partners for smooth delivery and Pickup.

- Vendor Management ensuring maximum productivity.

- Responsible for all the connections within Jammu Province.

- Managing staff of 20 to 25 people.

- Ensuring the real time closures of DATA for proper planning and execution.

- Ensuring the optimal Budget consumption.

- Attending one to one Customer quarries regarding service level and satisfaction periodically.

**Company : Innovative Logistics Service Pvt Ltd.**

**Address : Diamond Prestige,41A A.J.C Bose Road,Kolkata**

**Duration : 14thApril 2014 to 31 January 2019.**

**Designation : Location In Charge (J&K)**

**Nature : Regular Full time employment**

My Roles & Responsibilities**:**

* Currently working as a warehouse In- charge located at Jammu and handling all the operational activities across J&k. which includes as under;
* Material Inward from other Branches and Hubs across India and the smooth Distribution of the same across various clients and locations.
* Looking after the delivery and pick up operations and Reporting.
* Handling the Key accounts for Clients like ACER, Akzo Noval,M.Tech Mobiles, PUMA, Huber& Suhner etc.
* Receipt of Goods ,Stock maintenance & Audit
* Vendor Management
* Real time Online Updates in our ERP to match the physical operations and IT support and co-ordination within the team and clients.
* Managing all the Payables/Billing to vendors and expenses at Branch.
* Successfully Managed and completed the projects like J& K Bank & RAMSA which includes timely distribution of shipments across the state with 234 Location and 140 locations respectively.
* Client relationship.
* **Company** : **YCH Logistics Pvt Ltd.**
* **Address : ITPB Main Rd,Maheswari Nagar,Mahadevpura,Bengaluru.**
* **Duration : 1st May 2013 to 30th November 2013**
* **Designation: Executive**
* **Nature : Regular Full time employmen**t
* My Roles & Responsibilities:
* Worked in NCR PROJECT which includes ATM spares distribution to different clients on pan India basis.(Spare logistics).
* Worked in ORDER MANAGEMENT team in Command Center to ensure the smooth and streamline logistics moments of spares across India.
* Handling escalations by associating closely with client & vendors.
* Vendor management.
* Worked with NCR IT tool CSMS (DOS-OPRERATED) ensuring real time updates to our client and end customers.
* Receipt of goods, Sorting& Storage.
* Distribution of goods to customers & Regional Distribution centers.
* **Worked as an intern in Nikkos Logistics Pvt. Ltd. for 3 months w.e.f January 4th 2013 to March 31th 2013**

**Personal Information**

* DOB : May 5, 1987
* Languages Known: Hindi, English
* Nationality :Indian
* Address :HO No 38 Tund, Hidyal Kishtwar-180001

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

Date: Signature: Sandeep Kumar

Place: Jammu