

# SUNIL KUMAR SINGH

Dist-Ghazipur, Vill+post-Manihari  
(Uttar Pradesh)  
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Date of Birth: 28<sup>th</sup> June 1979

## LOGISTICS Professional (Operation)

*Total 14 years of sterling experience in Logistic Industries –*

### PROFILE:

- **Self-motivated and goal-oriented**, with excellent problem resolution and strong organizational skills.
- **Excellent resource balancing & leadership skills** with an ability to drive initiatives through efficient team work.
- Admirable temperament to **multi-task & coordinate various activities** under pressure & time constraints.
- **Flexible in adjusting to new situations** coupled with good communication & relationship management skills.
- Energized by challenges and overcoming obstacles.

### Presently work as Unit Incharge in a Anva Logistics from July-2024 at Ramnagar, Varanasi (U.P.)

#### Job Activities:

- > Monitoring and tracking the vehicle on gps of 25 mxl 10 wheeler.
- > Daily monitoring of truck movement and updation of truck movement report.
- > Daily monitoring and updation of vehicle inefficiency report.
- > Review and uppdate remark of delay cases on daily TAT sheet.
- > Advance planning for orders by which trucks will not detain.
- > Follow trucks untill its not unloaded and if e way bill extention required do it.
- > Overseeing the daily maintenance of vehicles in the fleet.
- > Conducting vehicle inspections to ensure roadworthiness.
- > Assigning vehicle repair and maintenance duties.
- > Monitoring driver qualifications and training.
- > Inspecting loads and preventing overloading.
- > Keeping and transmitting complete and accurate records for each vehicle in the fleet, and for cargo transported.

#### Previous Organizational Experiences:

### worked as Faculty manager in a Hospitality Industries from Feb-2022 to June2024 at Ghazipur(U.P.)

#### Job Activities:

- Overseeing day-to-day operations of our hospitality establishment and ensuring the highest level of guest satisfaction and service standards.
- Managing and supervising staff, including recruitment, training and performance evaluation.

- Coordinating with various departments, such as the front desk, housekeeping and food and beverage, to ensure seamless operations.
- Developing and implementing policies, procedures and standards to enhance guest satisfaction, streamline operations and maintain compliance with industry regulations.
- Monitoring financial performance, managing budgets and identifying strategies to maximise revenue and profitability.
- Maintaining relationships with vendors, suppliers and partners to ensure quality products and services.
- Handling guest feedback and resolving complaints or issues promptly and satisfactorily.

Company : FedEx Express TSCS India Pvt.Ltd.  
 Worked as : Senior Executive Operation  
 Period : Oct 10, 2010 to Dec 31, 2021(at Baharagora, Jharkhand)

## **PROFESSIONAL EXPERIENCE**

### **Job Activities:**

- >Handled and controlled all kinds of operation & branch related activities in the Area, along with distribution planning with networking.
- >Effective planning and organizing the resources to ensure all staff can perform to required standards.
- >Lead and direct the team in the implementation of the road HUB business plan and ensure the policy and strategy is effectively communicated at all levels
- >Optimize utilization of assets and labor resources
- >Develop hub infrastructure, equipment and resources
- >Leading a team size of 25 including operation executive and ground staffs.
- >Load capacity planning & scheduling of over 120 ton in a day with existing resources.
- >Monitoring entire Fleet management including negotiation, route planning, vendor billing.
- >Keeping the hub DEPS (Damage, Excess, Pilferage, Shortage) free
- >On time sortation and dispatch for delivery or on forwarding.
- >Responsible for on time arrival and departure of line haul vehicle.
- >Provide inputs to develop network development plans
- >Develop & ensure implementation of operations strategy & plan in order to set up a good operations system
- >Ensure compliance of operational employees with all Operational Policies
- >Ensure the quality of our service provided meets or exceeds the targets, maintaining the most efficient and cost effective utilization of resources
- >Ensure that all colleagues are aware of, and adhere to the relevant statutory transport, employment and health and safety regulations
- >Develop and implement safety guidelines in all aspects of the supply chain (e.g. use of trucks, forklifts)

### **Customer Handling Segments:**

**Handling customer segments like computer peripherals/telecommunication equipment's/spare parts, automobile.**

### **Operational /Commercial Activities:**

**Distribution /inbound/out bound /reverse logistics. Delivery/Pick up follow-ups from other regions/Vendor Management**

**Achievement in FedEx -4<sup>th</sup> time Got Award "BRAVO ZULU" by MD level, for best performance in operation.**

Company : TNT India Pvt Ltd (Speedage)  
 Worked as : Executive Operation  
 Period : June 1, 2006 to Nov 31, 2006(at Baharagora) &Dec 1, 2006 to Jan 20, 2008(at Ranchi)

Company : V-Xpress India Private Limited.  
 Worked as : Executive Operation & Account  
 Period : Feb 01, 2008 to Dec 2008. (At Kolkata)

Activity: Taking care of operation of entire West Bengal, Bihar & Jharkhand channel partner/ franchisee.

Skills:- Logistics Operation, Logistics Management, Supply Chain, Warehouse Operations, Team Leads, Transportation Customer Relationship Management, Customer Services

ACADEMIC QUALIFICATION

Examination	Board/University
Graduation	Veer Bahadur Singh Purvanchal University
Intermediate	U.P. Board
Matriculation	U.P.Board

**Hobbies:** Reading, traveling

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