



KULDEEP SINGH

kuldeep040788@gmail.com | +91-9996119221 | Panipat, Haryana 132103

Objective

To make responsibilities with an organization where any person's potential can make a meaningful contribution to the organization's success, as well as for self-development. Reliable Manager demonstrating high level of ownership and initiative. Possessing exceptional work ethic and desire to go above and beyond to exceed company expectations. Offering knack for building productive working relationships. Successful in fast-paced, deadline-driven environments to manage goals and team development. History of thriving in team-oriented environments.

Technical Competencies

- M.S.Office (MS Word, MS Excel, MS Power Point)
- Good Command over Internet

Work Experience

CJ Darcl Logistics Ltd. | Palwal
Manager
09/2024 - Current

- Managed operation of 70 trailers to optimize logistics efficiency.
- Oversaw daily vehicle placement to ensure timely deliveries.
- Executed payment follow-up and collection processes to enhance cash flow.
- Coordinated POD follow-up to confirm successful delivery.
- Administered credit controls to mitigate financial risks.
- Developed commercial strategies for business growth and market expansion.
- Cultivated strong customer relations to increase satisfaction and loyalty.
- Advanced vendor development initiatives to strengthen supply chain partnerships.
- Analyzed data from various sources such as repair bills and fuel consumption records to identify areas of improvement.
- Monitored budget expenses to ensure compliance with company guidelines.
- Maintained fleet of vehicles, including scheduling preventative maintenance and repairs.
- Reviewed driver logs for accuracy and compliance with regulations.
- Developed and implemented policies and procedures for fleet operations.
- Prepared weekly report summarizing key performance indicators for senior management review.
- Performed accident investigations to determine cause and liability.
- Researched new technologies such as GPS tracking systems to determine cost-effectiveness in improving fleet operations.
- Ensured all drivers had valid licenses, completed required training, and adhered to safety standards.
- Negotiated contracts with suppliers for parts, services, vehicle rentals.
- Provided guidance on proper use of equipment; ensured that employees were trained in safe operating procedures.
- Evaluated current processes related to vehicle acquisition and disposal;

made recommendations for changes when necessary.

- Resolved customer complaints regarding service issues or delays in delivery times.
- Managed daily operations of the fleet department including staffing, scheduling and performance management.
- Created reports on vehicle utilization, mileage tracking and other metrics as needed.
- Assessed fuel usage and developed strategies to reduce costs and improve efficiency.
- Managed inventory levels of spare parts used in maintenance activities.
- Communicated with upper management and drivers to build lasting relationships.
- Supervised employees to promote optimal productivity in job tasks and duties.
- Analyzed route efficiency and implemented changes to reduce fuel consumption and improve delivery times.

Radhey Road Carrier | Panipat
Manager

01/2024 - 09/2024

- Managed vehicle rate control, ensuring alignment with market standards.
- Coordinated daily vehicle placement for maximum operational efficiency.
- Performed payment follow-up and collection, improving revenue recovery rates.
- Ensured accurate POD follow-up to confirm successful deliveries.
- Led operational management efforts to streamline workflows.
- Oversaw billing control, reducing errors in invoicing processes.
- Implemented credit control measures to protect against defaults.
- Developed vendor relationships and advanced business growth strategies.

Ritco Logistics Pvt. Ltd. | Panipat
Senior Manager

07/2014 - 12/2023

- Executed vehicle rate control to optimize cost efficiency.
- Managed daily vehicle placement for IOCL and ISRL to ensure timely delivery.
- Conducted payment follow-up and collection to maintain cash flow.
- Coordinated POD follow-up to verify successful deliveries.
- Oversaw operations management, enhancing service delivery.
- Controlled billing processes to ensure accuracy and compliance.
- Administered credit control measures to mitigate financial risk.
- Developed commercial strategies to drive business growth.

Inland World Logistics Pvt. Ltd. |
Haridwar

Commercial Manager

06/2013 - 07/2014

- Executed payment follow-up and collection processes to enhance cash flow.
- Managed POD follow-ups to ensure timely delivery confirmation.
- Oversaw operations management to optimize resource utilization and workflow efficiency.
- Controlled billing processes to maintain accuracy and timeliness.
- Implemented credit control measures to mitigate financial risk.
- Directed commercial management strategies to drive revenue growth.
- Fostered strong customer relations to enhance loyalty and satisfaction.

DHL Ltd. | Bhopal
Branch Manager

06/2012 - 06/2013

- Managed vehicle placement for customers to ensure timely delivery.
- Executed payment follow-up and collection strategies to enhance cash flow.
- Conducted POD follow-up to verify deliveries and maintain records.
- Oversaw operations management to optimize efficiency in processes.

Darcl Logistics Ltd. | Haridwar
Traffic Manager
01/2012 - 06/2012

- Controlled billing procedures to minimize discrepancies and improve accuracy.
- Implemented credit control measures to manage risk effectively.
- Developed commercial strategies to drive business growth.
- Fostered customer relations to enhance satisfaction and loyalty.
- Coordinated vehicle placement to optimize customer satisfaction.
- Conducted follow-up on proof of delivery to ensure timely service.
- Managed operations to enhance efficiency and productivity.
- Maintained strong customer relations to foster loyalty.
- Compiled reports on vehicle loading and unloading for operational insights.
- Developed vendor relationships to improve service offerings.

Ritco Logistics private Ltd. | Pata, UP
Assistant Manager
05/2005 - 01/2012

- Assisted branch manager in driving business development initiatives.
- Managed credit control processes to minimize financial risks.
- Developed relationships with vendors to enhance supply chain efficiency.
- Handled account management to ensure client satisfaction and retention.
- Tracked proof of delivery (POD) for accuracy and accountability.
- Monitored vehicle movements for efficient logistics operations.
- Compiled loading and unloading reports to optimize inventory management.

Academic Qualifications

EIILM University | Sikkim
Graduation
01/2009

Seth Jiyalal H.S. School | Hissar, Haryana
Senior Secondary in Haryana Board
01/2005

Janta High School | Hissar, Haryana
Higher Secondary in Haryana Board
01/2003

Tata InfoTech | Hissar, H.R.
D.C.A in Diploma

Technical Competencies

D.C.A, Tata InfoTech, Hissar (H.R.)

Personal Information

- Father's Name: Shri Raje Ram Singh
- Date of Birth: 07/04/88