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## CURRICULUM VITAE

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### Rajesh Ramrao Wankhede – Logistics, Warehousing, Transportation, Fleet & Hub Operations

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House no 4100, Opp Water pump, Hanuman Nagar,  
Dr. Babasaheb Ambedkar Road, Turbhe,  
Navi Mumbai-400703

**Date of Birth: 27-02-1983**

**Mo: -9833362428, E-mail: - [rwankhede@rediffmail.com](mailto:rwankhede@rediffmail.com)**

**S.S.C Maharashtra Board Mumbai, India /From January 1998 to March 1999**

**H.S.C Maharashtra Board Mumbai, India /From January 2000 to March 2001**

#### Work Experience

##### **Operations Manager / Fastex Logistics Pvt Ltd, Navi Mumbai, Bhiwandi / Since Jan-2025**

- Handled Pan India Branches and coordinated with Branch Heads for Pickups/Deliveries and linehaul connections.
- Attached vehicles and hiring markets vehicles as per requirements.
- Take initiative and solve problem of client & branches.
- Finalization of transport rates local and FTL for Pan India (RFQ and Freight Procurement).
- Handling Company fleets and coordinated with all company drivers
- Daily load planning with all branches for Express and feeder route.
- Controlling branches/hub expenses, daily vouchers.
- Follow up with Billing and collection team, submitted bills and POD on time to Customers.
- Good experience of ERP systems.
- Develop team down the line.
- Monitor Timely billing and collection from customers.

##### **Area Manager Operations / Relay Cargo India Pvt Ltd, Bhiwandi / Since Jun-2024 to Dec- 2024**

- Handled Pan India Branches and coordinated with Branch Heads for Pickups/Deliveries connections.
- Attached vehicles and hiring markets vehicles as per requirements.
- Take initiative and solve problem of client & branches.
- Finalization of transport rates local and FTL for Pan India (RFQ and Freight Procurement).
- Daily load planning with all branches for Express and feeder route.
- Controlling branches/hub expenses, daily vouchers.
- Follow up with Billing and collection team, submitted POD on time.
- Good experience of ERP systems.

- Develop team down the line.
- Monitor Timely billing and collection from customers.

**Asst Ops Manager Warehouse / Relay Express Pvt Ltd- Bhiwandi, Vikhroli / Since July 2020 to May-2024**

**Handled Xiaomi India Pvt Ltd – Bhiwandi All warehouse operations inward and Outward.**

**Acer India Pvt Ltd -**

- Handled Products all computer goods and spare parts.
- Handling starts to end operations of Inward-QC check, system inward, allocations, picklist, invoice and dockets.
- Outward- Defective parts QC check, Scanning, Invoicing and making dockets.
- Control on short / excess and damage materials
- E-mails Reverts for Queries Raised By ASP, HO, Mumbai RO of Acer.
- Maintaining the all-Stock Inventory properly in ware house Bin Generating the pick list and Invoice after receiving the allocations.
- Coordinate with all ASP, Branch for daily deliveries and reverse pickups.
- Ensuring loading & unloading of the material is carried perfectly.
- Updated daily MIS Reports in Excel.
- Handled Branch/Hub Operations
- Over all branch/hub handling (Hub operations, Pickups & deliveries - Controlling on operation team & vehicle Movement.
- Attached vehicles and hiring markets vehicles as per requirements.
- Take initiative and solve problem of client & branch.
- Finalization of transport rate local and FTL.
- Daily load planning for Express and feeder route.
- Controlling branch/hub expenses, daily vouchers.
- Follow up with Billing and collection team, submitted POD on time.
- Control on short / excess / damage material.
- Preparing MIS Report.
- Good experience of ERP systems.
- Achieve monthly target decided by management.
- Develop team down the line.
- Monitor Timely billing and collection from customers.

**Assistant Manager (Operations & Transport) Credence Logistics Ltd-Navi Mumbai/ Since July 2018 to Jun 2020**

- Hiring all types' vehicles from markets as per requirements and follow up materials movements, handling daily booking & delivery of goods and maintaining records.
- RFQ (Request for Quotation) and Freight Procurement.
- Effective Co-ordination with vendors, Drivers and Subordinates for on time Connections.
- Handling Key account customer NFCL (Nagarjuna Fertilizer & chemicals Ltd) also handling Reliance Retail Ltd.
- Visiting new vendors for making transport agreements, also visiting existing customers for sales purpose.
- Ensure proper utilization with loads of Company & Market hire vehicles.
- Keeping proper track of transshipment from placing vehicles to till end customer delivery.
- Follow up with vendors, brokers & drivers for Receiving copies (PODS) getting on time.
- Update MIS report on daily basic, resolved maximum queries on mail.

- Checking vendor's bills with each & every docket and authorized for accounts, and follow up for vendor's payment.

#### **Sr. Staff Fleet/Transport Ops / Blue Dart Express Ltd -Navi Mumbai/ From October 2011 to Jun 2018**

- Integrated logistics Solution for Express Cargo through Surface /Air mode.
- Effective Co-ordination with vendors, Drivers and Subordinates for on time Connections.
- Ensure proper utilization with loads of Company & Market hire vehicles.
- Keeping proper track of transshipment till end customer delivery.
- Oracle updating monitoring for all Inbound and Outbound vehicles data to all concerned branches.
- Update MIS report on daily basic, handling etail deliveries.
- Directing and controlling everyday operation and utilization of manpower, space and vehicles.
- Maintaining the service level

#### **Warehouse Executive / Flyjac Logistics Pvt Ltd- Bhiwandi / July 2006 to September 2011**

Bajaj Electricals Ltd

E-mails Reverts for Queries Raised By Branches and Central Warehouses.

Handled Products like Fans, Lighting, Micro Oven, Toasters, Mixers, Hand Blenders and all kind Home Appliances Items

Responsible for Warehousing Activities

Daily follow up with the Transporters Regarding Materials Movements Monitoring on Receipt and allocation of materials checking receipt

Maintaining the all Stock Inventory properly in ware house Generating the pick slip and Invoice after receiving the allocations updated all activities in Oracle systems

Maintaining Service level

#### **Operations Executive / AFL Logistics Pvt Ltd – Navi Mumbai/From Jan-2000 to June 2006**

Ensure proper utilization of Manpower, Space and Resources in warehouse. Keeping proper track of transiting material till reporting to party

Ensuring loading & unloading of the material is carried perfectly, & Update the DSR report (Daily Shipment Report).

Controlling Day to day Operations, maintaining daily booking & deliver records& service level

Monitoring Damage, shortage-excess and Pilferage in MIS report

Ensure proper utilization of Company & market vehicles.

Handling Express / Octroi consignments of Thane and Mumbai region

Solving Analytical problems, Supervising Inbound & Outbound load movement.

#### **Computer Skills: - Ms-office, Ms excel, Lotus Notes, Agrani, Oracle, Logi sys & ERP Internet Application**

**LANGUAGES KNOWN:** - English, Hindi & Marathi

#### **Interest and Activities**

Reading Newspaper

Communicating with people of different walk of life

**Project Handled:** - Ingram Micro, Icon InfoTech, Omega, HCL, CMS Computers –IT Product dispatches for All Maharashtra

District, Tahsil and Village locations

**PHILOSOPHY OF LIFE**

Accept the challenge of life, facing it boldly to achieve the goal,  
“Sheer hard work with intelligence is the sole way which leads to success.”

**DECLARATION:**

**Here by I declare that the above information is true to best of my knowledge.**

**Date**

**Place:**

**(Rajesh Ramrao Wankhede)**