

AJAY SHANKAR PANDEY

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Varanasi

## Skills

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- Computer fundamental
- word
- Excel
- Email
- Internet
- Online ERP

## Language

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- Hindi
- English
- Marathi

Graduate with 20+ years of experience in Transport and cargo industries as Sr. Supervisor and Manager Operation.

## Education

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### **Purvanchal University Jaunpur, UP**

Graduate in with arts

*Jaunpur, UP*

## Experience

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### **Vxpress (A divn of V-Trans India Ltd- Ahmedabad**

Hub Manager

**Aug 2018**

- Daily Hub Stock.
- Daily Co-ordinate with Branch and Hub for Load Factor.
- On time vehicle placement to customer and On time arrival and departure of Route vehicle.
- Manage Inventory Control.
- Handling Customer Queries.
- 100 % Customer Satisfaction.
- To build good relation with Customer.
- Responsible to maintain Branch Operation / Admin / Staff and also Loader.
- Responsible for data updating / data transfer.
- Preparation of MIS as well myself and also Management.

### **Sampark Logistics India Pvt Ltd- Gurgaon** Hub Manager **Dec 2017 - Aug 2018**

- Daily Hub Stock.
- Daily Co-ordinate with Branch for Load Factor.
- On time vehicle placement to customer for Booking. and departure of Route vehicle.
- Handling Customer Queries
- 100 % Customer Satisfaction.

- To build good relation with Customer.
- Responsible to maintain Branch Operation / Admin / Staff and also Loader.
- Responsible for data updating / data transfer.
- Preparation of MIS as well myself and also Management.

**Vxpress (A divn of V-Trans India Ltd- Ahmedabad Hub Manager** [Nov 2015 - Nov 2017](#)

- Daily Hub Stock.
- Daily Co-ordinate with Branch and Hub for Load Factor.
- On time vehicle placement to customer and On time arrival and departure of Route vehicle.
- Manage Inventory Control.
- Handling Customer Queries.
- 100 % Customer Satisfaction.
- To build good relation with Customer.
- Responsible to maintain Branch Operation / Admin / Staff and also Loader.
- Responsible for data updating / data transfer.
- Preparation of MIS as well myself and also Management.

**Sugam Parivahan Ltd- Rudrapur Branch Manager** [May 2015 - Nov 2015](#)

- Daily Sales Call to Customer about booking
- Daily Call to Customer For Payment's
- On time vehicle placement to customer.
- Handling Customer Queries
- 100 % Customer Satisfaction.
- To build good relation with Customer.
- Responsible to maintain Branch Operation / Admin / Staff and also Loader.
- Responsible for data pupation / data transfer /
- Preparation of MIS as well myself and also Management.

**Safexpress Pvt Ltd- Ahmedabad, Pune, Nasik. Jamshepur. Ambala, Pune & Patna.**  
Manager –Operation [Sep 2002 - Dec 2014](#)

- Ensure on time Booking and delivery of shipment.
- Ensure on time departure of route vehicle.
- Handling Customer Queries.
- Manage to minimize Inventory.
- Manage hub with FIFO Systems.
- 100 % Customer Satisfaction.
- To build good relation with Customer.
- Responsible to maintain Branch Operation / Admin / Staff and also Loader.
- Responsible for data pupation / data transfer /
- Preparation of MIS as well myself and also Management.

**Speedage Express Cargo service –Taloja, Vapi and Baroda.**Sr. Executive Operation  
[Aug 1999 - Sep 2002](#)

- Ensure on time booking and delivery of all shipment.
- Arrangement of vehicle for pick-up and delivery as well as route vehicle.
- Handling Customer queries via Phone and e-mail.

- To build good relation with Customer.
- Responsible to maintain Branch Operation / Billing / Payment collection on time.
- Ensure on time payments of Vendor / BA.
- Responsible for data updation, data transfer and vehicle tracking.
- Preparation of MIS for Management.

**ABC India Ltd (TCI-Bhourka Group) at Pune, Goa, Aurangabad** Sr, Supervisor (Branch & Account) **Nov 1992 - Apr 1999**

- Indoor and outdoor follow-up
- Dispatch of materials
- To engage market vehicle
- Customer feedback
- Preparation of MIS reports for Management.