



Saurabh Krishn Rudola

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Objective

Dedicated and experienced accounting professional with proven success managing finances for mid-size commercial organizations. Seeking an opportunity to use my decade of experience to serve the state government.

Experience

- **Om logistics ltd** 1 nov 2021 - 27 june 2024
Executive
 1. Handling Internal Auditor profile and participating in audit of all the department of the organization like operations department, accounts department etc.
 2. Mainiating MIS of the audit activities and ensuring timely submission of report to the management (weekly, monthly, quarterly, yearly).
 3. Monitoring internal audit activities of 17 branches in the North Region.
 4. Maintaining register and transaction summary.
 - Manage and oversee the day-to-day operations of the logistics fleet, ensuring timely and efficient delivery of goods.
 - Coordinate with dispatch teams, drivers, and customers to ensure seamless execution of logistics operations.
 - Develop and implement process improvements to increase operational efficiency, reduce costs, and enhance customer satisfaction.
 - *Operational Management*
 - Monitor and manage key performance indicators (KPIs) such as on-time delivery, transit time, and claims ratio.
 - Conduct regular analysis of operational data to identify trends, opportunities, and challenges.
 - Develop and manage budgets, forecasts, and financial reports to ensure operational profitability.
 - *Team Management*
 - Lead and manage a team of operations coordinators, dispatchers, and drivers to achieve operational goals.
 - Provide coaching, training, and development opportunities to team members to enhance their skills and knowledge.
 - Foster a culture of safety, compliance, and customer service within the operations team.
 - *Customer Focus*
 - Build and maintain strong relationships with customers to understand their logistics needs and preferences.
 - Collaborate with customers to develop customized logistics solutions that meet their specific requirements.
 - Ensure that customer complaints and issues are addressed promptly and resolved to their satisfaction.
 - *Compliance and Safety*
 - Ensure that all logistics operations are conducted in compliance with regulatory requirements, company policies, and industry standards.
 - Develop and implement safety protocols to prevent accidents, injuries, and damage to equipment and cargo.
 - Conduct regular audits and inspections to ensure compliance with safety and regulatory requirements.
- **Ritco logistics ltd** 28 june 2024 - Current
Assistant manager
 - * Collaboration with Freight Analyst:
 - * Establish a clear workflow for submitting vendor freight bills to the freight analyst for review prior to payment.
 - * The freight analyst should verify agreed-upon rates, routes, and services against contracts and quotes.
 - * Error Detection:
 - * Rate Discrepancies: Compare billed rates with contracted rates, tariffs, and historical data. Flag any

variances.

* Duplicate Billing: Implement robust checks (e.g., invoice number tracking, vendor ID + amount + date matching) to prevent double payments.

* Incorrect Accessorial Charges: Verify the legitimacy and accuracy of all accessorial charges (e.g., detention, re-delivery, fuel surcharges) against supporting documentation and agreed-upon terms.

* Tax Calculation Errors: Verify correct application of sales tax, GST, or other relevant taxes.

* Changes in Vendor Details: Verify any changes in vendor banking details or contact information through independent channels.

* Multiple Invoices from Same Vendor for Similar Services on Same Day: Investigate potential splitting of invoices to bypass approval limits.

* Track key performance indicators (KPIs) relevant to premium customer services (e.g., delivery time, uptime, support response).

* Usage/Volume Verification:

* Budget vs. Actual Analysis:

* Analyze expense trends over time (monthly, quarterly, annually) to identify patterns, increases, or decreases.

Education

- **Hemvati nandan bahuguna srinagar garhwal uttrakhand** 2018
B.com
7
- **Hemvati nandan bahuguna srinagar garhwal uttrakhand** 2020
M.com
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Skills

- Analysis the operations & utilization of sources.
- Rates negotiation and client management.
- Cost management and Freight Analysis.
- Coordinate with Business Associates, Vendors and Suppliers.
- Finance and admin expense Analysisment
- Good knowledge about consignment safety, short excess issues.
- New vendor creations, Vendor and Branch reconciliation process.
- Working on all Expense reports

Achievements & Awards

- We were using 40 vehicles on the route which were fully utilized on first touching of first warehouse for the last destination their utilization became 60%. Then I started sending direct vehicles from hub to hub. This implementation saved 88 lakhs Exp-1. Zaheerab to Hyderabad to vizag after the implementation Zaheerabad to Hyderabad as well Zaheerabad to vizag (Vijayawada also as same) 2. Binola to dhullagarh (Kolkata) to Guwhati the implementation binola to dhullagarh as well binola to guwhati (Imphal also as same)
- When the vehicle toll rates were increased the rates of all vehicles were also increased simultaneously, but the rates should have been increased model wise, so I checked that and got it done.