

CURRICULUM VITAE

SHIREESH KUMAR SINGH

(LOGISTICS/TRANSPORT OPERATION MANAGER)

VILLAGE BHATTI POST LOHTA DIST-VARANASI-221107 (UP)

Mobile : 09825820861, 07007806559, E-Mail Id : shireeshsingh@ymail.com

CAREER OBJECTIVE

Looking for challenging and responsible position in an establishment where performance is always recognized. To- be self oriented, innovation and pursue a progressive career opportunity, in a professional environment, resulting in achieving the optimum organizational goal.

CORE STRENGTHS

- Ability to achieve business target
- Vendor Negotiation
- Leadership/Communication Skills
- Problem Resolution
- Business operations organization
- Cost Controls
- Self Motivated

PROFESSIONAL EXPERIENCE

LOGISTICS/TRANSPORT OPERATION MANAGER

Jan-2008 to Jul-2021,

TCI FREIGHT. LTD. – Murbad, Thane, MH

(Formerly known as **Transport corporation of india ltd**)

GNR Logistic (Delivery Partner of Amazon India) Varanasi ,Lucknow and Gorakhpur –April2022-Nov 2023

Presently work with Local Transport at Varanasi

- Handel team of 03 Supervisors and 150 drivers.
- Oversaw the safe operation of logistics operations across country.
- Meeting company goals of safe on time delivery.
- Vehicle Tracking with GPS Technology.
- Preparing Invoices and follow up to client for Payment received.
- Maintaining in petty cash.
- Maintain General Ledgers.
- Handling of documentation during freight processes.
- Cost Controls of Expenses.
- Dispatch Planning according target
- E-Way Bill, All Banking, Document of Vehicles, and all needed activities of Transport/Logistics.
- To prepare Daily, Weekly & Monthly Report.

EDUCATIONAL PROFILE

- **B.A. (Economic)** from M.G.K.V.P VARANASI 2003.
- **Intermediate (Science Stream)** from U.P.Board in year 2000.
- **High School (Science Stream)** from U.P.Board in year 1997.

TECHNICAL SKILLS

- Basic knowledge of M.S. Office(Word,Excel etc.)
- Internet
- Mailing

PERSONAL DETAILS

Date of Birth : 06th SEPT 1982
Gender : Male
Father's Name : Late Surya Bali Singh
Mother's Name : Mrs. Mridula
Nationality : Indian
Marital Status : Married
Languages Known : Hindi & English

DECLARATION

I hereby declare that all the above given factors are true and correct to the best of my knowledge.

LAST UPDATE ON:

PLACE: VARANASI

(SHIREESH KUMAR SINGH)