

## RESUME

### **Name - Ravikant Dilipkumar Singh**

Flat No.10, Shree Ganesh Appartment

Dharmaji colony satpur nashik 422007

Mob No. 9801901901, Mail - ravisinghrajput544@gmail.com

### **Objective**

To be a part of a challenging team which strives for the better growth of organization and which explores my potential and provides me with opportunity to enhance my talent with an intention to be an asset to the company.

### **PROFESSIONAL SNAPSHOT:**

- A Dynamic Professional with 8+ Years rich experience in work Operation / Traffic / Sales in Transport/Logistics Department.
- Currently working Cogoport Logistics Pvt Ltd Nashik, Maharashtra as

**Operations / Sr. Supply Manager / Sales department.**

- 1). Take orders from companies for vehicles & place the vehicles as per their requirements with stipulated time.
- 2). Try to reduce the operational cost by placing the vehicle at a minimum rate.
- 3). Control over the 5+ loading pilots & fix their duties as per the day work.
- 4). Collection of the previous day's paper fills the rates & hand over to the account departments
- 5). Checking the sign acknowledgment & clear the balance lorry hire payment to the broker & handover the document to the account department with the proper supporting.
- 6). Solve the query of the customers. As well as sorting out the issues which had come at the time of loading, unloading or during the transit of vehicle.
- 7). Maintain the order register as per the given format.
- 8). Collection of PAN CARD & RC book from broker as per rule and if broker fail to provide the same the deduct TDS from broker.
- 9). Proper filling of PAN CARD & RC copy of every broker
- 10). To keep vehicles breakdown and accident details.

### **WORK EXPERIENCE**

#### **Cogoport Pvt Ltd (CIEL Hr Services)**

**WORKING AS AN Sr.Supply Manager**

From Mar 2023 to Till.

#### **Fortigo Network Logistics Pvt Ltd (CIEL Hr Services)**

**WORKING AS AN Operation Exicutive**

From Feb 2020 to 28 feb 2023.

#### **East India Transport Agency (EITA INDIA LTD)**

**WORKING AS LOADING & BACK-OFFICE EXECUTIVE (Operation)**

From Jan 2016 to Feb 2020

### **Educational Qualification**

Degree	Year	Board/University	Result
S.S.C	2004	Maharashtra	52%
10+1 & 2(Commerce)	2005 & 2006	Haryana	48%

### **Personal Details**

Date of Birth : 08-01-1989.

Gender : Male.

Hobbies : Cricket, Music.

Strengths : Hard Working, Team Player, Communication.

Language Known : English, Hindi, Marathi.

### **Declaration**

I consider myself familiar with computer field aspects. I am also confident of my ability to work in team. I hereby declare that the information furnished above is true to the best of my knowledge.

Thank You.

Date :

Place : Nashik.

Ravikant D. Singh