

# PROFILE



**Name:** *SHANTHVIR SINGH K*

**Address:** *584, west of chord road, 3rd stage,  
4th block, Baswesweswarnagar,  
Bangalore - 560079*

**Contact:** *+91- 8867727424*

**E-mail Access:** *shanthvir@mail.com*

**Date of birth:** *11 Dec 1965*

**Qualification:**  
*(Academic) BSc (pcm)*  
*(Vocational) SQC from ISI now BIS  
PG Dip. In Bus. & Indl. Mgmt.  
PG Dip. In systems management  
AMIE (studentship)*

**Languages Known:** *English, Hindi, Kannada, Tamil & Telugu*

**General Management Skills:** *Decision making techniques  
Effective communication techniques  
Teamwork & leadership techniques  
HRD & team appraisal skills  
Marketing / Selling Skills*

**Administrative Skills:** *Operations and Administration;  
Coordination; Public Relations  
Key Accounts Management;  
People & Facilities Management  
Branch/Centre/Unit Management;  
Franchise & Channel Mgmt.*

**Additional Skills:** *Extensive use of MS Office and  
Internet related services*

**Work Experience:** *1988 till Date*

**Areas Of Interest:** *Market Analysis (pre-sales & post-sales)  
Business Development Strategies  
Product placing & promotion  
Crisis Management;  
Factory Management*

**Passport Number:** *M 914527 (due for re-issual)*

**J B ADVANI & CO. (MYS) LTD.**

(1988 - 1993)

Cosmetic Industry Manufacturing for PONDS INDIA

**Designation: Plant Chemist**

**Responsibilities:**

- Reporting to the plant manager.
  - Responsible for the smooth flow of production.
  - Responsible for high quality output thro' proper co-ordination with the production and the QC chemists.
  - Responsible for the regular online quality tests.
  - Responsible for quality assurance activities Viz. AQL & AOQL as per MIL standards.
  - Responsible for vendor development and procurement of the raw materials. Also was an authorized signatory for central excise documents.
  - Knowledge of GMP
  - Had been approved from the DRUGS CONTROL BOARD for the testing and manufacturing of the whole range of the COSMETIC PRODUCTS
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**Hindusthan Adhesives Limited**

(1993 - 1997)

Leading BOPP Adhesive Gum Tape & TORs Mfg. Co.

**Designation: District Manager**

**Responsibilities:**

- Reporting to the General Manager.
  - Mainly, Business Development for promoting the above products by leading a team of Sr. sales Executives.
  - Managing the distributor and dealer network apart from the direct sales. Had the privilege of developing few prestigious customers like BPL, UB, VICTORY GLASS INDS., ASTRA IDL, KBDL & many more.
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**Zenith Computers Limited**

(1997 - 2000)

(Leading Computer Manufacturer & Leader in the Networking. Also a National Distributor for IBM & HP)

**Designation: Territory Manager**

**Responsibilities:**

- Reporting to the business unit head.
  - Promoting sales by leading a team of marketing executives.
  - Mainly was involved in the corporate and Govt. sectors for the sale of the systems.
  - Also was responsible for maintaining few key accounts.
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**Jatti Motors Pvt. Ltd.**

(2000 - 2002)

A leading name in used cars dealing (Franchisee of AUTOMART INDIA)

**Designation: Showroom Manager**

**Responsibilities:**

- Was the main person to take care of the showroom as far as the total activities were concerned.
  - Activities include marketing, sales, appointing the sales executives, etc., with the consent of my Directors and as well with the Principal (AUTOMART INDIA).
  - Managing the showroom in terms of profitability along with the co-operation & effective co-ordination from both, my superiors & my team.
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**IASPL (Insight Automation Services Pvt. Ltd.)**

(2002-2006)

**Designation: Consultant-Training Services**

An organization mainly into the Retail IT training; Corporate IT training; Conducting Open House (workshop) on almost all the Domains.

- To name a few developed clients, WIPRO, LG, FLEXTRONICS, CELSREAM, SIEMENS, SATYAM, Etc.
  - Responsible for fielding the trainers for the induction as well the technology based trainings after matching the requirement with the expertise of the trainer.
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**IIHT Limited**

(2006- 2008)

**Designation: Franchisee Support Manager**

- Was responsible for entire TN Region, except Chennai.  
My Job responsibilities include, guiding the franchisees as to how to generate the foot falls.
  - Maintain the quality of training with no false commitment to the students.
  - Follow the placement procedures as per the guidelines set by the principal, includes all other aspects that are required in running the franchise centre without any problems.
  - Support on sourcing of the right faculties, holding the required stock of the study materials, indenting for the certificates and other required materials through proper planning etc....
  - In short, it was a hand-holding job.
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**Before moving to Delhi;**

*from: Feb '08 to Dec '10*

Worked as a **Consultant** with **Cegonsoft Pvt. Ltd.** responsible for the overall guidance to all the depts.

- *This includes the HR & Admin, Operations, Legal procedures to have a control over any unforeseen situations.*
  - *An entire control over the front-end and the back-end processes.*
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**Floriana Group - Delhi:** Worked as **Factory Head** from Jan '11 to Aug '12;

- *Was responsible for the entire operations of the cosmetic unit in terms of Production, Maintenance, Safety, GMP, QC, Stores, Dispatch etc.*
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**Zeco Aircon Limited - Delhi:** Worked as a **Factory Co-ordinator** from Sep '12 to Dec '12.

- *Was responsible for the entire factory co-ordination for the smooth flow and to see to it that the right system is followed without any deviation.*
- *Further implement certain systems after conducting an thorough internal audit.*
- *Reporting to the MD.*

*Was forced to move down to Bangalore along with my family due to my Dad's ill-health.*

- *At present I am working as a freelance business consultant in Bangalore. Hence, my notice period can be immediate.*
- *Looking for a permanent, full time job.*
- *Desiring for a long-term association thus, being instrumental for the organizational growth.*
- *I am ready to relocate myself. Also, can manage the international business operations, if desired / required.*
- *I wish to state that, my last CTC equalled to a sum of Rs. 6 lakhs/annum + Benefits.*

-- shanthvir singh k