

CURRICULAUM VITAE

SANDEEP SINGH

House No 146 Ward No

14 VPO Baltana Distt.

Mohali Mob.

+919779166592

Email Id:- Sanotrasandeep1990@gmail.com

Carrier Objective:-

To be a part of progressive organization to nourish my skills & knowledge towards achieving my goals & self actualization with long run prospective.

Education Qualification:-

2012 Bachelor of Computer Application (B.C.A) from Punjab Technical University

2009 Senior Secondary (Arts.) from Punjab School Education Board

2017 Matric Passed from Punjab Education Board

Working and Job Profile:-

- Current Working as a Team Leader Logistics and Operation & Warehouse at Jeena Sikho Life Care pvt Ltd. From June 2017 to Till Date

Working with Logistics company to process orders as per the logistics requirement of the company. Work with sales, customers and operations to establish effective logistics resources and coordinate to negotiate directly with logistics providers to meet customer needs in the most cost effective manner possible and improvement in delivery process.

To manage delivery % reduction in parcel travel time keeping total eye on logistics for movement of goods in cheapest but safest way. Arranging the orders according to the pin codes and updating the same in system.

Products should be dispatch within TAT, update system with courier and post collected data and making in the system Shipped, Delivered and DRTO and also make sure that RTS & delivery should be closes in TAT

Manage daily delivery follow-up with couriers, analysis pin code wise, state wise, courier wise and Dc wise performance report.

Provide leadership met direction to logistics staff including training development mentoring and performance management initiatives. Use data to evaluate performance, Quality and continuous improvement.

- 1 Year's Experience as a Sales Marketing At Imperial Paint and Coating from June 2016 to May 2017

Job profile:-

Product Sales to the Dealer
Keeping up with Dealer's
payment

- 3 Years Experience as a Computer Operator Logistics and Warehouse
At Akzo Nobel India Ltd (CFA Quadrax Marketing Associates
Chandigarh) from Aug 2013 to March 2016

Job Profile:-

Maintains all Cash/Cheque Inflow and Outflow Records.
Recording daily Entries such as sales purchase and other
entries Every month physically stock checking

Skills & Competencies:-

MIS Expert and also good in MS Word & Power Point Presentation
Good typing speed in English and Punjabi

Strength:-

Leadership
Decision
Making
Teamwork

Hobbies:-

Long Drive &
Traveling Music
Listening

Personal Details:-

Father's Name	:	S Anoop Sing
Dare Of Birth	:	14 th Oct 1991
Gender	:	Male
Marital Status	:	Married
Language Known	:	English, Hindi & Punjabi

Declaration:-

I SANDEEP SINGH hereby declare that the particular of information and
facts are true to the best of my knowledge and belief for further
inquires, please contact me via email/Phone

Date:

Place:

(SANDEEP SINGH)