



SUDAMA PASAET

Address: AT/PO - Bhukta, Distt- Bargarh, Orissa Pin Code-768045.

Email: pasayat82@gmail.com

Contact No. – 8427979591, 9988755024

Current Location : Bhubaneswar (Odisha)

OBJECTIVE

To Excel in the IT Industry where i can Utilize the right mix of my skill sets.

WORKEXPERIENCE

Job at TCI EXPRESS LTD (Transport Corporation of India Limited)

Job Detail - 2007 to 2012 as a IT Senior Supervisor.

Job Profile – . IT (2007 to 2012) (TCI EXPRESS – LUCKNOW)

- . All Branches System, Printer, UPS, Netware with CCTV Maintain.
- . Daily Basis Monitoring Barcode Scanner work properly or not.
- . Data entry. Prosperity Report Update.
- . Format & Install System as per Requier
- . Software support
- .Netware Support
- . New Application deployment with Training All Staff, Vendor.

Operation (2012 to 2015) (TCI EXPRESS – CHANDIGARH)

- . Delivery Consignment unloading, MR & DC challan prepare, DC Close.
- Pod upload & Dispatch.
- Railway c/ment Collect to Railway Station (2007-2008).
- . Ecommerce consignment Delivery Follow.

HR (2015 to 2018) (TCI EXPRESS – CHANDIGARH)

- . New Staff Join All Document check
- . Meeting Arrange
- . Daily Basis Staff Reporting Check in online Through
- . Attendance & salary update to corporate office.
- . Camp Arrange.
- . full & final settlement

Marketing & Sales (Apr-2018- oct-19) (TCI EXPRESS – AMBALA)

- . Mahindra & Mahindra Customer All C/ment Follow Booking Station to Deliver Station .
- . Handling Customer queries & Customer issues resolution
- . Manage attrition in the team.
- . New Customer Create.
- . Meeting to Customer Increase Booking & Delivery.
- . Research & develop strategies to indentify the business opportunities in the Market.
- . troubleshooting to sort out any problems with the exports.
- . Visit customer on regular basis.

Job at – Surya Carriers.

Duration- Nov-2020 to Aug-2022

Job Profile – Asst. Operation

Location -Raigarh (Chattisgarh)

Operation work

- . Vehicle Loading & Unloading
- . MR & DC challan prepare, DC Close.
- . Pod upload & Dispatch.
- . Booking C/ment Entry & Dispatch.
- . Cash/Cheque Deposit.
- .Customer meet with Bill submit.

Current Job at : Navata Road Transport

Location : Bhubaneswar

Duration : 22-Sep to Till Date

Job Profile : Sr.Marketing Officer

Profile :Handling Customer queries & Customer issues resolution

- . Manage attrition in the team.
- . New Customer Create.
- . Meeting to Customer Increase Booking & Delivery.
- . Research & develop strategies to indentify the business opportunities in the Market.
- . troubleshooting to sort out any problems with the exports.
- . Visit customer on regular basis.

ACADEMIC PROFILE

Allahabad Jetking

Certified Hardware and Networking Professional in the year 2010 ANNEX
Computer Center Bhukta, Bargarh (Certified center - IIET)

PG Diploma in Computer Application (2011-2012)

Mahatma Gandhi Degree College Bhukta, Bargarh Bachelor of Art's (2001-2004)

Council of Higher Secondary Education Orissa

12th in Art's (2001)

Board of Secondary Education Orissa

10th (1998)

SOFTWARE SKILLS

PC & Hardware Maintenance,

Windows 98, XP, Win-7, Linux 14.4, 18.1, 19.0 vr, operating, MS office,

ERP,

Typing Speed 45mm.

KEY SKILLS

Ability to learn and execute fast,

Hard work,

Self motivated,

Dedicated, Determined,

Problem solving ability.

PERSONAL DETAILS

Address : AT/PO - Bhukta, Distt- Bargarh, Orissa. 768045

Date of Birth: 01-Jun-1983

Nationality: Indian

Hobby : Traveling

Gender : Male

Status : Married

Languages Know: Oriya, English, Hindi, and Chhattisgarhi

DECLARATION

I hereby declare that all the information gives above is correct according to the best of my knowledge and belief.

Date :

Place :

(SUDAMA PASAAET)