

## Resume

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| <b>Sanjeev Kumar</b><br><b>Contact No :</b><br><b>918800792230, 919007532692</b><br><b>Email ID :</b> <a href="mailto:sanjeev21318@gmail.com">sanjeev21318@gmail.com</a> ,<br><a href="mailto:sanjeev_7471@rediffmail.com">sanjeev_7471@rediffmail.com</a> | <b>Address:</b><br>Krishan Kunj,<br>Plot No-2G,KH No-82/2, 9 and 12<br>Shyam Enclave,Gopal Nagar Extn.,<br>Z-Block ,Dhansa Road, Najafgarh,<br>South West Delhi,<br>New Delhi -110043 |  |
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**Synopsis:** A passionate multicultural expert and certified member of APDI (Association of Private Detective & Investigators-India) ,having rich exprience 15yrs in Vigilance & Security for Express,Logistics,SCM & last mile E-commerce delivery Industry (Total 27yrs experience including Vigilance & Security( Risk & Fraud Managment ) , Sales ,Branch & Mini transhipment center,warehousing operation handling, Costing/Budget and Leadership Skill.).I am a result-oriented and performance-driven professional with good communication skills and an understanding of business ethos/dynamics.

**Objective:** To excel professionally and achieve goals set by the organization's mission and vision.

### **Professional Experience:**

**Gati Express and Supply Chain Private Limited ( An all-cargo company):** **GESCPL** is a pioneer in Express Distribution, Supply Chain Management and last mile E-commerce deliveries.

**Job Title/current designation:** Manager Vigilance ,December 2008 to till date

**Current Profile:** Zonal Vigilance Manager , North Zone

**Tenure in North Zone:** From 14<sup>th</sup> June 2017 to till date, Gati Express and Supply Chain Private Limited (Formerly known as Gati Kintetsu Express Pvt. Ltd,(Gati KWE)), Regional Office, Gurgaon, HR

**Key Results Area:** Taking care of internal vigilance administration and deployed security system for entire North Zone with direct Reporting to Head Vigilance at Head Office.

**Core Values:** Integrity first, Service before self and excellence in all we do.

### **KRA's**

- Responsible for detection of cases related to fraud, theft, operational failures, data analysing , taking preventive & corrective actions.
- Investigating critical cases involving senior staff & high monetary value.
- Preparation and submission of reports & ensuring timely action as per organizational policies.
- Monitoring security system with a strength of 185+ for ensuring adherence to Security SLA's.
- Ensuring asset protection, risk mitigation measures & risk management via Risk Assessment Audits for Operating units (OU).
- Collecting, Analysing & reporting critical information to the high net stakeholders.
- Training security centres & conducting mock drills.
- Liaisoning with civil authorities for registering of cases & assistance.
- Ensuring Installation & Operation of CCTV surveillance system.
- Implementing 5S in all the OUs ensuring adherence to Audit.
- Implementation of safety & security measures for fleet of vehicles.

**Vigilance Experience Gati KWE:**

- Zonal Manager Vigilance, East Zone: April 2012 to 13<sup>th</sup> June 2017 ,Gati KWE, Regional Office, Kolkata.
- Assistant Manager-Vigilance, Eastern Zone, May 2010 to March 2012 Gati Ltd, Regional Office, Kolkata.
- Sr. Executive – Vigilance, Eastern Zone, Dec. 2008 to April-2010 Gati Ltd, Regional Office, Kolkata

**Key Responsibilities:**

- Prevention of misappropriation Cases.
- Pilferage Cases.
- Fabrication of Records,
- Falsification of Documents,
- Non- Implementation of company Laid down Process
- Action against violation of code of conduct
- Improvement of service efficiency of Company and its Growth.
- Supporting all legal matters of the organization.
- Safe-guarding companies' property and other related matters.
- Proficient in managing top line/ high-net customers for specific security requirements.
- Involving in planning of operational administration and providing security thereto

**Membership & Sphere of Investigation activities/Specialties:****APDI (Association of Private Detective & Investigators-India)**

Internal Vigilance, Security, Internal & External Investigation (Accidental Investigation, Asset Locating, Asset Protection, Database, Employee Theft, Financial Investigations, Security, Security Surveys, Surveillance, Professional Negligence, Risk Assessment, Fraud Investigations, General Investigations, Security Systems, Threat Management, Trademark Violation, Background Checks, Corporate Intelligence & Investigation, Internet Fraud, Loss Prevention, Workplace Violation, Others).Operation Management, Inventory Management, Team Management, Sales Operations, Customer Satisfaction, Organizational Internal Audit, Time Management, Branch Management, Cost Management, etc.

**Past Experience Gati Ltd:**

- 16 Oct. 2006 ---- Nov. 2008, Gati Ltd, Delhi south- 1<sup>st</sup> Shift Leader (Sr. Executive- Service)
- Sept.2003 --14 Oct. 2006, Gati Ltd, Varanasi- 1<sup>st</sup> Shift Leader (Sr executive-Service)
- Jan. 2002—Aug. 2003, Gati Ltd Chandigarh- Associate Service.
- Sep. 2001—Dec. 2001, Gati Ltd, Saharanpur - Coordinator Sales at CCCF Location.
- July. 1998—Aug. 2001, Gati Ltd, Bareilly Depot In-charge,
- April 1997 –June 1998, Gati Ltd, Naubatpur Legal & Trans-shipment In charge,
- Aug. 1996--March 1997, Gati Ltd, Raibareily- Joined as a trainee and later handled Branch,
- Worked with Dealer of Hindustan Fertiliser Corp. Limited: Managed dealer network and marketed Fertilizer products in District territory of Champaran. for distributor of HFCL for 2 years.

**Rewards and Recognitions:**

- Awarded for best performance & Reporting in Vigilance & Security Function.
- Rewarded for best performance and investigation in Vigilance Function.
- Awarded for the best performance in Legal function and Transhipment Works.
- Awarded for the highest sales achievement.
- Awarded for the best performance in Branch Operation.
- Awarded for successfully conducting the customer meet at Bareilly in Year 2000 for Gati Ltd

**Educational qualification:**

- B. A. (Hons) Psychology, BSBRA Bihar University, Muzaffarpur, 1st Division, Session :1990-93.
- Attended the online executive development programme in logistics & supply chain management under the continuing education program of IIT Delhi in collaboration with IACT-Global from 1st May, 2011–31<sup>st</sup> July, 2011.
- Attended 100 days Online Mini MBA program from MyBskool (ThinkBig Edu- Venture India Pvt. Ltd) and got "Letter of Completion".

**Personal Details:**

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| Date of birth:   | 1 July 1972       |
| Nationality:     | Indian.           |
| Sex:             | Male              |
| Marital Status:  | Married           |
| Languages Known: | Hindi and English |
| CTC:             | INR 12,83,538.00  |

I do hereby certify that the above information is correct & will be supported by relevant documents.

Place: New Delhi.

Date:

(Sanjeev Kumar)