



Personal Info

Present Address

Sector 9, Near Arya Samaj
Mandir, Gurugram, 122001
Mob 91+9499140501

Mail-nitesh.singh555@yahoo.com

Permanent Address

House no 64,Village Semara
Post-Khulua, District , Mirzapur
Uttar Pradesh-231312

ID Number

PAN No FLYPS0764R

Date of birth
01/10/1983

Skills

Time management

Communication

Leadership

Adaptability Teamwork

Strategic Client Management

Business Growth & Analysis

Operation Management

Interpersonal skills

Languages

Hindi

English

Tamil

Nitesh Singh



Summary

Dynamic professional with 18 Years of experience in Transportation, Logistics & Warehousing, have a good command over, Strategic Customer Account Management, Business & Sales Growth, Business Analysis, Customer Relationship, Team building, Handling RFQ & Rate quotation, Operation Management, Data analysis, Billing and Collection



Work Experience

Manager Sales and Operations, MRC Logistics India Pvt Ltd, Gurugram

March 2024 - Present

- Developing Existing and New Business Revenue in FTL Business
- Responsible for Freight Rate negotiation, Finalization and implementation at the Branch level.
- Ensure that the warehouse operates at peak efficiency with customer satisfaction the primary goal by supervising, organizing, and training warehouse employees and establishing, monitoring, and managing operational goals
- Oversee daily operations while controlling and managing inventory and logistics
- Maintaining existing businesses and developing a strategy to retain them
- Maintain relationships with transport service providers and negotiate contracts to ensure cost- effective and reliable services
- To ensure on-time payment collection for existing and new businesses.
- Leading, collaborating, organizing and managing subordinate staff members as per company standards.
- Research transportation cost methods and opportunities to improve network efficiency

Assistant Manager Key Accounts, Varuna Integrated Logistics Pvt Ltd, Gurugram

November 2011 - February 2024

- Client retention and expansion of revenue from assigned customers & managing strategically important clients directly.
- Assessing and identifying areas for improvement in the company's present business processes.
- Analyzing day to day sales volume and coordinating internally for smooth operation of shipment to achieve the assigned monthly sales target by management.
- Driving key output performance KPIs that impact the client. Example: Indent Vs Placement, Loading & Unloading, Detention TAT, Billing and Collection.
- Meeting Expected Monthly target given by management on collection and sales.
- Handling RFQ and rate negotiation by given inputs through management and operation
- Overseeing Complete account management activities at PAN India level
- Meeting clients at a regular interval on performance, business increment, relationship building to understand and fulfilling customer requirements.

Assistant Manager Billing and Credit Control, Varuna Integrated Logistics Pvt Ltd, Mumbai

April 2009 - October 2011

- Monitored entire customers of West Zone for bill generation, POD collection, bill submission and payment collection as per target decided by the management.
- Follow up of overdue invoices on a daily/weekly/monthly basis, regular customer visits for outstanding reconciliation and maintaining a healthy relationship with customers.

Senior Executive - Accounts and Audit, RITCO LOGISTICS Ltd, Chennai

May 2007 - April 2009

- Successfully handled accounts and audit of entire zone Collection of hard cash as per requirement and daily distribution, collection of fund requirement of zonal requirements,
- Communicating to branches and to HO for fund distribution, timely collection of daily fund and expenditure reports, Audit of cash and expensed Books as per Organization SOP.
- Reconciliations of ledger balances e.g., bank balances, Receivables and Payables etc

Operation Executive, RITCO LOGISTICS Ltd, Kolkata

June 2006 - April 2007

- Checking indents with customer and Placing Vehicle as per their Requirement

- Verification of Vehicle Document Before Placement of Vehicles at Customer Premises
- Counting goods and making LR/Chalan/Bhadachithi/ According to invoices
- Coordinating with drivers, vehicle suppliers and for timely placement of the vehicle.



Education

Master Of Business Administration , Janardan Rai Nagar Rajasthan Vidyapeeth, Udaipur (66 % / First Division)
April 2005 - June 2006

Bachelor of Arts, Kashi Naresh Govt. P. G. College,Gyanpur, Bhadohi (U.P.) (46 % / Second Division)
July 2000 - June 2003

12th Class, Mahavir Inter College Bichhiya Bhadohi (U.P.) (51 % / Second Division)
April 1999 - March 2002

10th Class, Shri Jagadish Prasad Singh Inter College Khulua Hanuman Nagar Mirzapur (U.P) (51 % / Second Division)
April 1997 - March 1998



Courses

Diploma In Computer Application , NESS (B)
April 2002 - June 2003

Time Management , Varuna Integrated Logistics Pvt Ltd (A)
May 2022 - May 2022



CTC

REMUNERATION
7 Lacs per Anum



References

References available upon request