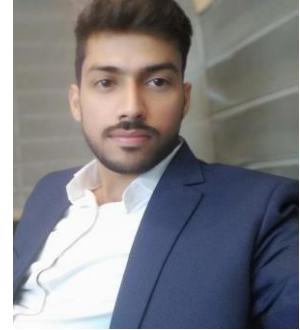


CURRICULUM – VITAE



E-Mail- Gauravshekh04@gmail.com

CAREER OBJECTIVE

To succeed in an environment of growth and excellence and earn a job which provide me job satisfaction and self-development and help me to achieve personal as well as organizational goals.

My career objective is to be a part of the managed organization. I wish a long term mutually beneficial relationship with Organization where I can learn as well as contribute towards the growth of my organization.

TECHNICAL QUALIFICATION

- 1) BASIC ACCOUNTING
- 2) ADVANCED KNOWLEDGE OF COMPUTERS

EDUCATIONAL QUALIFICATION

EXAMINATION	SCHOOL/ COLLEGE	BOARD/ UNIVERSITY//YEAR OF PASSING
Matriculation	KV SAINIK VIHAR DELHI	CBSE // 2010
H. Secondary	KV SAINIK VIHAR DELHI	CBSE // 2012
BSC (PHYSICS, CHEMISTRY, MATHS)	B N P G COLLEGE UDAIPUR (RAJ)	MLSU UDAIPUR RAJASTHAN // 2016
MBA (LOGISTICS & SUPPLY CHAIN MANAGEMENT)	UNIVERSITY OF PETROLEUM & SCIENCE	UPES DEHRADUN (UK) // 2022 PERSUING

PROJECT EXECUTION OPERATIONS : SOLAR COMPANIES

- 1) SEIMENS GEMESA RENEWABLE ENERGY 2021.
- 2) AVAADA ENERGY PVT. LTD. 2021-2022.
- 3) RENEW SOLAR ENERGY 2021-2022.
- 4) AYANA RENEWABLE POWER ONE PVT. LTD 2021.
- 5) ABC RENEWABLE ENERGY 2021-2022.
- 6) TATA POWER SOLAR 2022.

Work Experience

Worked as a Relationship Manager (Sales): **AAA VEHICLEADES PRIVATE LIMITED** From June 2019 to May 2020.

Presently Working

Working as Operations Officer (Project & Renewable Energy) in **CJ DARCL LOGISTICS LTD** From December 2020 to Present.

Knowledge in Transportation Logistics / Custom / Shipping line Services

- 1) Freight, rate, weight adjustment.
- 2) Manage Loading / Unloading and handling.
- 3) Knowledge of project services like Transportation/ Custom /shipping line etc.
- 4) Project Site visiting & monitoring the site work.
- 5) Handling whole project management according to client demand.
- 6) Full fill all the necessary documentation as required regarding Shipping line, custom, Transportation
- 7) Making a good relationship with client & vendors.
- 8) Coordinate and follow up with shipping lines for shipment status.
- 9) Advance Shipment tracking from the time of receipt of Pre- Alert, and provide status of the shipment to the customer.
- 10) Arranging formalities for types of Cargo delivery like Factory de stuff & Docs destuff.
- 11) Arranging all kind of invoices in project services like CFS, Concor, shipping line etc.
- 12) Knowledge Online Auction/E Auction, SAP ARIBA.
- 13) Coordinate with Concor /CFS for urgent loads and movement.
- 14) Arranging CFS Nomination of the shipment.
- 15) Daily Updating of DSR and send it to the customer on a daily basis.
- 16) Knowledge of shipping line like arranging liner invoice from their portal, DO formalities etc.
- 17) Regular follow up with respective customers for both the reimbursement and service invoice for payment collection Purpose on a regular basis.

PERSONAL DETAIL

Date Of Birth : 16-09-1994

Father's Name : Mr. Surender Singh

Mother s Name : Mrs. Sunita Shekhawat

Permanent Address : K-556 Mangolpuri , Delhi -110083

Marital Status : Unmarried

Religion : Hindu

Nationality : Indian

Languages Known : English, Hindi

Hobby: : Travelling, Playing out door games like cricket, badminton etc.

Gender: : Male

Interested Area: : Working Under the Motivated and Challenging Environment.

Place: : New Delhi

Mob. No.: 9650811582

GAURAV SHEKHAWAT