***R.RADHAKRISHNAN***

***ASST.MANAGER TRANSPORT***

***D.SECTOR / E1. LINE /ROOM NO: 22***

***CHEETHACAMP, TROMBAY (POST)***

***MUMBAI***

***MAHARASHRTA, INDIA***

***Phone: +919967812267***

***Email: radha.raju69@gmail.com / radhakrishnan.raju5@gmail.com***

***Carrier Objective***

*To obtain a valuable position in an working environment and implicate ideas for the future technologies emerging towards enhancement of the Esteemed Organization. I would be Dynamic, Sincere and Authentic towards my job and in a position to accept any type of Challenge*

# *Academic Qualification*

|  |  |  |
| --- | --- | --- |
| ***Subject*** | ***Institute/University*** | ***Year of Passing*** |
| Diploma in Mechanical Engineering | Bhartiya Shiksha Parishad (BSP), U.P | July-2010 |
| Diploma in Computer Application ( D.C.A ) | Nehru Yuva Kendra Sangatha (Govt.India) Cuddalore | Nov-1995 |
| Diploma in Automobile Engineering | Gomathi Ambal Polytechnic. Malayadikurchi | Apr 1990 |

# *EXPERIENCE SUMMARY (Total Experience: - 26 Years)*

# *1. M/s. NAGARJUNA CONSTRUCTION COMPANY INTERNATIONAL LLC SULTANATE OF OMAN (Since November 2007 TO July 2018)*

# *One among the premier engineering construction companies in India and Oman. They indulge in turnkey projects and large infrastructure projects like Roads, Bridges, Tunnels, railway embankments, Pipelines, Dams and Canals.*

***Projects Handled****:*

*Dualization and Realignment of* ***AL AMERAT-QURIYAT & AL BATINAH HIGHWAY EXPRESS***  *road project for* ***Ministry of Transport*** *with the client* ***PARSONS INTERNATIONAL & COMPANY LLC.***

***Current Post: Asst.Manager Transport***

*As* ***Asst.Manager Transport,*** *I am responsible for*

* *Monitoring efficiency and usage of all Company machinery & Vehicles by proper follow up and prepare reports and submit to General Manager Plants & Equipments.*
* *Plan to get the optimum utilization and output from machinery at working sites.*
* *Direct dealing with Project managers and good communication ability to arrange and shifting of heavy machinery.*
* *Reporting to GM (plant and equipment) and Project manager regarding any activity/incidents of machinery and take further necessary actions.*
* *Coordination with GM (plant and equipment) regarding achievement of productivity of machinery, efficiency of operators and preparation for submission of daily, weekly and monthly machinery and operators schedule of works.*
* *Submission of Duty slips, time sheets and cost of estimates for machinery, fuel, Operator and drivers in weekly, monthly basis to the GM (plant and equipment) and Project manager.*
* *Coordination, submission and maintenance of daily working hours for all the machineries at site to contracts and planning department for monthly certification of the Internal & External hire machineries invoices.*
* *Coordination with National (Omani) drivers and operators and allocation of works for them as per the Oman rules.*
* *Coordination with hire machinery authority and Dealing with them to get required machinery with minimum hire cost based on present market rate*
* *Execution of the works as per the schedule by supplying machinery and manpower as instructed by the Project managers and Site representatives*
* *Arrangements & Preparation of documents regarding new registration and renewal of machineries for ROP (Royal Oman Police) Clearance & Accident claims for MOTOR & CPM Policy*
* *Collection and preparation of breakdown reports of all machinery from sites and forwarding to Mechanical department for needful actions.*
* *Certifying of time cards and controlling of LDD drivers, HDD drivers and operators.*
* *Arrangement of vehicles for office staffs for local and official use.*
* *Adherence to all of the above.*

***2. M/s ADITYA LOGISTICS INDIA PVT LTD (Navi Mumbai)***

***(June 2007 to Nov 2007)***

***Post Held: Asst.Manager Transport Division***

**Company Profile:**

**ADITYAS –** a multi faceted company , having a fleet of more than 300 tankers, trucks and trailers that are ergonomically designed to provide maximum power, load and comfort to the driving force, fulfils the small and big business houses that trust them to deliver impeccable quality products and on time delivery. Having grown to become an indispensable part of the oil industry’s major Corporate, Bharat Petroleum Corporation Ltd., Hindustan Petroleum Corporation Ltd., Indian Oil Corporation Ltd., Mangalore Refineries & Petrochemicals Ltd. ADITYAS has lifted more than two million tons of their products.

Project locations: Bitumen supply to all over India & Nepal

***3. M/s Khalid Bin Ahmed & Sons LLC. Muscat – Sultanate of Oman***

*(May 2005 to May 2007)*

***Post Held: -Transport Officer***

*I was responsible for this below mentioned works*

* *Based at Muscat Head office monitoring the efficiency and usage of all Company Machineries & Vehicles by proper follow up and prepare reports and submit to Transport Manager.*
* *Arrangements & Preparation of ‘Hire Agreements’ for hire vehicles including enquiry of required machinery / vehicle, finalization of rate & duration*
* *Preparation of Weekly / Monthly reports of vehicles and machineries.*
* *Arrangements & Preparation of documents regarding new registration and renewal of machineries for ROP Clearance.*
* *Collection and preparation of breakdown reports of all machineries from sites and forwarding to Mechanical department for needful actions.*
* *Preparation of registration papers for renewal of machineries & vehicles.*
* *Certifying of time cards and controlling of LDD drivers.*
* *Maintaining all related records and files regarding the machinery & vehicles.*
* *Coordinating with hire vehicle owners for any breakdown of hire machinery*
* *Certifying of hire vehicle timesheets,fuel consumption reports invoices.*
* *Scheduling required vehicles for required sites as per the priority of sites and as per actual site requirement.*
* *Pre Planning and shifting machineries to site as per the requirement from site.*
* *Arrangement of vehicles for office staffs for local and official use.*

***4. M/s K.V. SOMASUNDARAM & CO., Mumbai, INDIA***

*(Feb 1991 to Apr 2005)*

***Nature of Work: Material Solvents & Chemical Transporting Company***

***Post Held: -Transport In charge***

*I was responsible for,*

* *Based at Mumbai Office monitoring the movement of all Company vehicles by proper Scheduling & Arrangements in time.*
* *Organizing & Arranging all types of Transport Heavy Vehicles all over India as per pre-planned schedules (with over 125 trucks of different make & capacity)*
* *Transporting Scheduling*
* *Workers scheduling*
* *Marketing in Chemical Transport (Collecting and Organizing orders)*
* *Customs clearance for Export and Import in Petroleum Solvents*
* *Arranging for all Heavy Vehicles Minor fault repair & maintenance*
* *Truck Documents clearance. (Pollution test, RC Book, Permit, Tax, Insurance, Diesel capacity, Fitness Certificate, Truck Load capacity)*
* *Up and Down loading scheduling.*
* *Interacting for all transporting related subjects.*
* *Monitoring complete maintenance of all Transporting vehicles like Tata, Leyland, Eicher and handling of Stainless Steel Tanks 304, 306, Mild Steel Tanks, Rubber Lining Tanks & arrange for needful solution to avoid any type of problems.*
* *Coordinating in Office Automation works like, Files maintaining and accounts works like outstanding review etc.*

***Language known:***

|  |  |  |  |
| --- | --- | --- | --- |
| ***Language*** | ***Read*** | ***Write*** | ***Speech*** |
| *English* | *Good* | *Good* | *Good* |
| *Tamil* | *Excellent* | *Excellent* | *Excellent* |
| *Hindi* | *-* | *-* | *Good* |
| *Arabic* | *-* | *-* | *Good* |
| *Malayalam* | *Average* | *-* | *Good* |
| *Telugu* | *-* | *-* | *Average* |

### *Personal information:*

***Name : R.RADHAKRISHNAN***

***Father’s Name : Raju.K***

***Date of Birth : 09.06.1969***

***Gender : Male***

***Marital Status : Married***

***Nationality : Indian***

***Permanent Address : 17/20 V.O.C Street***

***Ulundurpet Tk***

***Villupuram Dt -606107***

***Tamilnadu , India***

***E-mail : radha.raju69@gmail.com***

***radhakrishnan.raju5@gmail.com***

Passport Details:

***Passport No : N 8148837***

***Place of Issue : Muscat***

***Date of Issue : 09.05.2016***

***Expiry Date : 08.05.2026***

***Current Visa Expiry : 09.07.2018 (OMAN)***

***Yours sincerely***

***(R.RADHAKRISHNAN)***