

CURRICULUM VITAE

RAMNI KANT SHRIVASTAVA

S/O, RABINDRA KR SHRIVASTAVA

Date of Birth: 22nd June, 1983

Address: Hanuman Nagar Booty more, Ranchi, Jharkhand, 834009,

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CAREER OBJECTIVE

To evolve as a professional by developing my skills & knowledge & to increase my effectiveness by being part of your organization

PROFESSIONAL EXPERIENCE

Worked as BLOCK PROGRAM OFFICER in JSLPS FROM March 2018 to Till Worked

JOB RESPONSIBILITY

- To ensure rollout of the Start-up Village Entrepreneurship Program program(SVEP) a implement in block, including completion of the baseline & Market potential study & preparation of DPR.
- To co-ordinate & act as a bridge between the PIA/NRO, the community organization & the block & village level project staff.
- To participate in all the process of implementation of the SVEP.
- To help operationalize the MIS for SVEP monitor progress of the SVEP & share the same with all the stakeholders SRLM/PIA/NRO/NRLM.
- To be part of the Dist. level business advisory team for creating local bench mark for enterprises and for seasonality based business advisories.
- Ensure timely, reporting of the work done by the PIA, and deviation from plan is addressed or taken up at appropriate level with the SRLM.
- Having Financial systems, cash Flow monitoring, Internal Accounting controls.
- Accounting & Project Management, Budgeting & Planning, Capacity Building,

Worked as Co-Ordinater in UJJWAL BHARTI FROM AUG 2014 to Oct 2017.

JOB RESPONSIBILITY

- I used to work in Project Planning, Budgeting, Report writing, Documentation, Supervision, Monitoring & Evaluation, Linkage negotiation, Coordination, Facilitating Meeting, Seminar, Workshop.
- Through club or Mahila Madals program to develop the literacy & education, Health & Family welfare, Environment conservation, Awareness on social Issue's, Women empowerment, Rural development, Skill development & self employment, Entrepreneurship development,' and other community mobilization activities
- Arranging for appropriate linkage with relevant agencies/department.
- Supporting the Project Coordinator in planning, execution, management, implementation and reporting of the project.
- Regular field visits to monitor and ensure successful project implementation.
- Planning of organic/Ecological Crop production involving FPOs.

Worked as Assistant Manager in KHALARI CEMENT LIMITED from JUN 2011 to JUN 2014

JOB RESPONSIBILITY

- An articulate ex air force Sergeant having vast exposure across warehouse management, store management, inventory management, dispatch & distribution, material management
- Acknowledged capabilities in implementation of modern inventory management systems to maintain logical inventory levels avoiding building up of dead /slow moving stock.
- Proven expertise in designing inventory/ dispatch/ logistics plans to derive maximum economy in utilization of vehicles/ containers in transportation of materials.
- Consistent performer with strong track record in generating substantial cost economies in stores/logistics operations.
- Adept at Store Operations, prompt in dealing with vendors/transporters & striking the most cost efficient deal for a timely & safe dispatch of finished goods to the final destination.

Worked as Management Trainee/ Asst. Manager at Vishal Retail Ltd. from 1st March, '08 to 31st December '08

JOB RESPONSIBILITY

- Retail operation
- Work in retail excel & SAP
- Ensuring proper schemes & signages are displayed in the store.
- Ensuring proper display of all the merchandise in the store.
- Trained my team for a proper care of the customers.
- Analyzing daily target vs. achievement of the store.
- Maintaining the Stock & Re-order level of the store as per the sales.
- Helping the Store Manager in maintenance of the store as per the company SOP.
- Did Stock take at the store
- Prepared store Bible of the store

Work as sale Executive at ICICI Bank Direct sales team from August 04 to May 06

JOB RESPONSIBILITY

- Maintained high standards of Customer serves by build relationship with Clint's.
- Conversation the customer for personal loan.

PROFESSIONAL QUALIFICATION

Completed **POST-GRADUATE DIPLOMA IN MANAGEMENT (Two Year F/T) PGDM** from **MASTER SCHOOL OF MANAGEMENT, MEERUT**. recognized by **AICTE** and approved by **Ministry of HRD (Govt. of India)**. With specializations:

- **Major** : Marketing
- **Minor** : International Trade & Business
- **Compulsory** : Information Technology
- **DIPLOMA IN RAIL TRANSPORT & MANAGEMENT FROM INSTITUTE OF RAIL TRANSPORT, NEW DELHI, Recognized by ministry of Rail**

ACADEMIC QUALIFICATION

- **Bachelor of Commerce (Accounts honours) from Ranchi University.**
- **12th from Bihar Intermediate Educational Council**
- **10th from Kendriya Vidyalaya C.B.S.E.**

SUMMER INTERNSHIP

- (i) **Project Title** : "CUSTOMER BUYING BEHAVIOUR"
- (ii) **Project Duration** : **45 Days**
- (iii) **Name of the firm** : **Sharda Exports**
- (iv) **Project Profile** : To study the over all Buying Behaviour of Customers at SHARDA EXPORT

COMPUTER SKILLS

Knowledge of MS-Office, MS-Windows, working proficiency with Internet.

ACHEIVEMENT

- a. **Passed National Mathematics Olympiad Contest.**
- b. **Passed Junior National Talent Search Contest (Science)**
- c. **Passed Junior National Talent Search Contest (G.K.)**

INDUSTRIAL TOUR

- 1. **Devepriya Paper Mills, (Mawana, U.P).**
- 2. **Maruti Udyog Ltd, in Gurgaon, (Haryana)**

SELF-ASSESMENT

Strength - Punctual, Goal Oriented, Confident & Hard Working

Hobbies - Reading Newspaper, Interacting with people, listening to music, traveling.

Nature - Dynamic, Adaptable, Creative & Responsible.

DECLARATION

I hereby declare that all the information provided by me in this application is factual and correct to the best of my knowledge and belief.

Date:

Place:

RAMNI KANT SHRIVASTAVA