



PAWAN KUMAR TRIPATHI

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Allahabad(U.P.) - 211008

Objective:

My aim is to explore and utilize my complete potential by making myself as an integral part of organization and continuous learning effectively contribute me to the organization goal.

PROFESSIONAL EXPERIENCE:

Organization: Dhanes Logistics Pvt Ltd (Mumbai)

Designation: Sr. Manager Operation & Traffic (From June .2024 till now)

- Outstanding controlling of all the branches of Mumbai Regional Office
- Follow-up with all the branches and customers for timely payment.
- Supervision and continuous monitoring of all the branches for CCD
- Report preparation for customer's outstanding dues.

Organization: Associated Road Carriers Limited (Mumbai)

Designation: Credit Control Executive R.O. (From May .2023 to May 2024)

- Outstanding controlling of all the branches of Mumbai Regional Office
- Follow-up with all the branches and customers for timely payment.
- Supervision and continuous monitoring of all the branches for CCD
- Report preparation for customer's outstanding dues.

Organization: Sugam Logistics (Mysore)

Designation: Branch Manager (From Sep.2019 To Apr. 2023)

- Responsible for administration & management of mysore branch
- Identification & creation of new market
- Meeting & maintaining good relation with existing customer

- Liaisoning and follow up for credit control.
- Report preparation for Branch performance
- Employee administration and supervision

Organization: M T Educare Ltd. (Lucknow -U.P.)

Designation: Cluster Manager (From Jan.2016 to Jul.2019)

- Responsible for training and Quality for four districts.
- Responsible for smooth operation at all 12 centers.
- Responsible for infra development.
- Liaisoning for revenue and compliances with Govt. officials.(UPSDM)
- Responsible for cost cutting measures at branch level.

Organization: Lokbharti Skilling Solutions (P) Ltd. (Chitrakoot-U.P.)

Designation: Cluster Coordinator (From Feb.2014 to Dec.2016)

- Coordination of 8 centers in UP with team of 42 employees.
- Administration & Management of 8 UPSDM centers.
- Responsible for cost cutting measures at branch level.

Organization: Surat Goods Transport Ltd. (Allahabad-U.P)

Designation: Branch Manager (Mar, 2009 to Jan, 2014)

- Preparing of LR, Challan & MR
- Coordination with customers for business development
- Preparing of accounts and expense sheet
- Coordination with Head office & preparing reports as required
- Lorry hire management and documentation

Organization: Associated Road Carriers Ltd. (Hyderabad)

Designation: Costing Officer (June, 2007 to Jan, 2009)

- Responsible for preparing all the accounts.
- Preparing cost analysis report
- Preparing cash and bank statement
- Generating pending bills and coordination with branches for recovery.
- Preparing & maintaining monthly report and assisting management for cost cutting.
- Entries and verification of all the vouchers of the company.

Professional Qualification:

- M.B.A. (Finance) from ICFAI (2010-13).
- P.G.D.C.A. from MCRP University, Bhopal (2005)

Educational Qualification:

- M. Com. from Allahabad University (2004).
- B. Com. from Allahabad University (2002).
- 10+2 from CBSE Board, Sikkim (1999).
- 10 from CBSE Board, Sikkim (1997).

Computer Literacy:

- Strong computer skills and excellent knowledge of MS Office.
- Excellent with Windows software.

PERSONAL DETAILS:

- Father's name : Mr. L. K. Tripathi
- Date of Birth: 4th May 1981
- Nationality : Indian
- Gender: Male
- Marital Status : Married
- Languages Known: Hindi, English.
- Permanent Address :Jail Road, Chinimill Campus, Naini, Allahabad – 211008

Pawan Kumar Tripathi