

## CAREER OBJECTIVE

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To obtain a position that utilizes best of my skill set, attributes of having strong-determination, being responsible and help me acquire new skills through which I can prove myself as an asset for the company/organisation.

## PROFESSIONAL EXPERIENCE

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Put up twenty-eight years of distinguished service in **Indian Navy** with valuable experience in various capacities/levels to ensure timely completion of the task very efficiently at various Naval establishment such as Naval store depot, Indian Naval Ships, Indian Naval Aircraft Squadrons and Training establishments. Seven years of vast experience in Naval Store depot (Goa). Single handedly run important section at Naval Store depot, I was involved in various duties such as inventory management, dispatch of items for repair at various repair agencies inside the country and abroad. Very good securities experience of vital naval establishment such as ships, air station, training establishments, submarine base, Store depot and Headquarters and utilisation of modern securities gadget such as CCTV, biometric, solar fencing etc.

## EDUCATIONAL QUALIFICATIONS

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Course (Stream)/Examination	Institution/University	Month / Year of Passing
BA	Indira Gandhi National Open University	2009
Inter mediate	Govt inter collage Almora	1985
Matriculation	Govt High School choura, Almora	1983

## AWARDS & ACHIEVEMENTS

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Certification of Appreciation from Flag Officer Goa Area, award for Setting up of Naval aviation museum at Goa.

**Diploma in MS Office**

**Diploma in IT management with grade 'A'**

**Plant Maintainer as mechanical one-week course conducted by HAL Bangalore**

**Security course: Industrial security Administration, fire-fighting techniques at Nasik.**

**Associate Member Aeronautical society of India**

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**Aircraft technician:** - Worked as an aircraft technician since Jul 1987 to Apr 1997, my task was assisting senior supervisor in the major servicing work. Servicing of aircraft before flying, after flying independently , replenishment of oil fuel oxygen Hydraulic oil etc, checking the tyre pressure, checking all cockpit gauges for correct function, making entry for replenishment and signature for the work in log book.

**Plant preventive maintenance in-charge Pegasus Engine test bed:** - worked as plant preventive maintenance in-charge in test bed since Apr 1997 to Apr 2003. In this test bed sea harrier aircraft engine were tested with full engine throttle, there were hydraulic system, pneumatic system, water system and mechanical etc. are required to be maintained.

**Asst. Manager Material store facilitate** - As a junior commissioned officer rank I have worked Asst. Manager Material store facilitate for sea harrier store since Apr 2003 to Apr 2006. This store were houses more than 70 Thousand inventory. In this store my task was issue the spares against demand only on the integrated logistics management system, facilitate storekeeper for identification of the stores, review the demand and preparing the spare for demand.

**Section in charge sea harrier aircraft II Line servicing:** - In this section, I had work as a chief in charge sea harrier II line facilities since Apr 2006 to Apr 2008. I was responsible for timely completion of work on aircraft. Timely handover the aircraft to front line squadron after completion of all scheduled servicing, flying hourly base servicing and calendar base servicing. In this field, I have attained extensive exposure in production planning, continual improvement, defect investigation and rectification.

**Team leader Quick reaction team:** - I was team leader for quick reaction team since Apr 2008 to Dec 2008. Our task was ensuring safety of entire naval premises including residential area, our task was immediate rush a place where any abnormalities observed or any strange person found roaming.

**Chief in-charge tool control and ground support equipment:** - My task was as a section in-charge of tool control is that the smooth functioning of tool control and ground support section. I was appointed there since Dec 2008 to Apr 2010. I need to ensure sufficient tools are available for work. Sufficient replenishments/oil grease lubricants are there, ensure all ground support equipment are ready for use/operation 24X7. Timely servicing/maintenance of ground support tools/equipment to **avoid failure rate/loss** of ground support equipments.

**Facilitate Manager Repairable section Material organization:** - I have worked as a facilitate manager since Apr 2010 to Jan 2014. My task was to asst. storekeeper for loading the spare for repair, preparing repair order, inspection/identification of the spares before packing, identifying the repair agency, dispatching and transportation/shipping of stores/spares.

**I have obtained proficiency with excellence in last ten years in following areas:-**

- a. Human Resource Management.
- b. Security and loss prevention management.
- c. Man and material management.
- d. Identifying, Initiation, scrutiny and follow-up of procurement cases.
- e. Vendor/ supplier development and relationship.
- f. Office management & up keep of Critical data.
- g. Formulation of policies related to Administrative, technical & store issues.
- h. Quality inspections of organisations and its functioning and technical work.

## **HOBBIES**

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Reading newspaper, history of our country, travelling, listening music and old song.

## **PERSONAL VITAE**

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**Date of Birth** : 27 Jun 1967  
**Address:** Flat No. C/304, Umiya Quatro co. op. Hsg. Society, Plot "D"  
Dabolim, South Goa, Vasco  
Goa - 403801  
**Languages** : English, Hindi

  
(Anand Singh)