**Rohit Ujjainkar**

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## Professional Summary

Results-driven professional with over 10 years in IT and 14 years in the Automobile Industry, holding key leadership roles across operations, service, logistics, training, and resource management. Recognized for consistently driving operational excellence, leading high-performance teams, and ensuring superior customer satisfaction.

## Core Competencies

* Team Leadership & Staff Management
* Operations & Service Coordination
* Inventory & Supply Chain Handling
* Client Relations & Customer Service
* System Administration & DMS
* Training & Performance Coaching
* Communications & Documentation

## Career Objective

To contribute to a dynamic organization by leveraging my diverse experience in IT and automobile operations, while continuously learning and growing in challenging environments.

## Professional Experience

* Branch Manager | Divine Electricals Infrastructure | Dec 2023 – Present
* Spare Parts Manager | Daga Motors (Daga Heights), Bhopal | Mar 2023 – Dec 2023
* Branch Manager & ABM | Rajrup Motor Junction, Bhopal | 2018 – 2022
* Assistant Works Manager | Shubh Motors Pvt. Ltd., Jabalpur | 2016 – 2018
* Branch Manager – MDS | Shubh Motors Pvt. Ltd., Jabalpur & Shahdol | 2014 – 2016
* EDP & Branch Manager – MDS | Standard Auto Agencies, Jabalpur | 2009 – 2013
* Proprietor & CEO | Genex System, Jabalpur | 1997 – 2009

## Key Responsibilities

* Managed 35-member team and ensured daily target achievement in the body shop division.
* Oversaw service operations, customer relations, and team productivity.
* Managed administrative communication, report forwarding, and performance analysis.
* Handled staff recruitment, training, motivation, and task supervision.
* Ensured seamless client servicing and complaint resolution to enhance satisfaction.
* Proficient in MS Office, internet tools, and dealership management software.

## Educational Qualifications

Graduate – 1998

PGDCA (Networking) – LCC Computers, 1997

## Technical Skills

* Microsoft Office Suite
* Internet & Email Communication
* Dealer Management Systems (DMS)
* Network Administration Basics

## Personal Information

* Date of Birth: 04 Nov 1971
* Nationality: Indian
* Languages Known: English, Hindi, Marathi
* Marital Status: Married
* Hobbies: Traveling, Sports, Driving, Volunteering

## About Me

I am a cheerful, ambitious, and hard-working individual who thrives under pressure. My quick learning ability, positive attitude, and commitment make me adaptable to various roles ranging from administration to field operations.