

GOVIND TIWARI

SUMMARY

Dynamic Operations Supervisor with a proven track record at ARM FATEHPUR, skilled in developing standard operating procedures and data analysis. Expert in inventory management and contract negotiation, driving efficiency and cost savings. Adept at fostering collaboration across departments to achieve organizational goals while ensuring compliance with safety regulations..

EXPERIENCE

ARM FATEHPUR - Operations Supervisor

Kanpur • 08/2020 - 01/2025

- Maintained accurate records of employee attendance and performance reviews.
- Developed and implemented standard operating procedures to ensure efficient workflow.
- Analyzed data related to production, distribution, quality control, inventory levels.
- Provided support to other departments as needed to meet organizational goals.

Brijesh kumar Tiwari - Logistics Executive

Fatehpur • 08/2016 - 08/2020

- Monitored compliance with safety regulations during transport of goods.
- Managed the selection of appropriate carriers for transportation services.
- Negotiated contracts with vendors to secure competitive prices while maintaining high quality standards.

ACTIVITIES AND HONORS

Traveling
Car driving
communicate

CONTACT

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Fatehpur, India 212601

SKILLS

- Standard operating procedures
- Data analysis
- Inventory management
- Contract negotiation
- Vendor management
- Logistics expertise

EDUCATION AND TRAINING

Bachelor of Science

Th.yugraj Singh Mahavidyalaya

Fatehpur • 07/2016

Intermediate Certificate

Saraswati Vidhya Mandir

Fatehpur • 07/2013

High School Diploma

Saraswati Vidhya Mandir

Fatehpur • 2011

LANGUAGES

Hindi: First Language

Hindi:

C2

Proficient (C2)

CERTIFICATIONS

CCC