

# Ashutosh Anand

## Security Officer- Reliance Industries Limited

05 Years of experience in the field of Security Operations, Security Management & Administration, Security Automation, Control Room Operations, Material Movement, Joint Exercises & Drills, Quality Assurance, Exposure to world class practices in Reliance Industries Limited. Currently posted at Reliance Industries Limited Patalganga.



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## WORK EXPERIENCE

### Security Executive- Shift Manager Security Reliance Industries Limited (Patalganga)

08/2016 – Present

#### Responsibilities

- Manpower Management and ensure all post are manned
- Security Incident Controller
- Continuously evaluate technology needs and coordinate with Site management to deploy the technology.
- Handling IR issues, Theft and scuffling cases
- Ensure all time operational availability of Security IT applications.

### Security Executive- Control Room Officer Reliance Industries Limited(Patalganga)

09/2015– 08/2016

#### Responsibilities

- Ensure end-to-end coordination of Security activities,
- Response to system alarms – access and video surveillance
- Ensure timely collection, compilation and dissemination of information from SOC to relevant officials/ stakeholders,
- Ensure highest level of Security systems up-time,

### Security Executive- Access Control Officer Reliance Industries Limited(Jamnagar)

04/2015 – 06/2016

#### Responsibilities

- Check & deploy adequate manpower for access control & Property Protection
- Ensure security of Identified critical infrastructure
- Monitor & ensure Security operations as per laid down processes and procedures
- Material Management and Security
- Development & Implementation of Security Policies and Initiatives
- Handling any untoward incidents & take preventive measures

### Quality Analyst

#### IBM Daksh India PVT Ltd

02/2014 – 11/2014

#### Responsibilities

- 24X7 -Handling the operations of data management system
- Project stage handling & Created all Standard Operating Procedures
- Worked with World's most advanced process like Virgin Media Amazon and worked for client satisfaction as per the requirement of Job.

## PROFESSIONAL SKILLS

- Training & Development
- Team Management
- Event Management
- Security Management
- Risk assessment
- Disaster management
- Security Audit
- Intelligence
- Public Relation

## SOFT SKILLS

- Project Management
- Presentation Skills
- Ms Office
- Innovative thinking
- Public Speaking
- Analytical

## ADDITIONAL ASSIGNMENTS

Event Management- IPL Duty at Mumbai (04/2015)

Ensured smooth entry and exit of children during EFA 2015

Event Management- JIO Launch at RCP (12/2016)

Experienced Handling of more than 15000 people in a Stadium

Event Management- IPL Duty at Mumbai (05/2017)

Team Member for player Security, event management & Control Room Technical support Incharge

## ACCOMPLISHMENTS

- Old Security Procedures and formats revised
- Revision of Key Control Management System at site
- Implementation of Traffic Management System in Reliance Township as well as in site.
- Redused paper work by developing web applications
- Knowledge sharing session for Employees and officers

## REWARDS & RECOGNITION

Officer of the Month (08/2017)

For Revising SOPs

Reliance Samman- Keep it up Awards (09/2017)

Reliance GCS Rising Star Award- R Samman (12/2017)

For Implementing Traffic safety in residential area and site

## EDUCATION

**Persuing Post Graduate in Operations & HR**  
ICFAI University, Hyderabad

**Bachelor of Arts in English(Hons)**  
Delhi University

**HSC & SSC in Science**  
Sainik School Kapurthala

## TRAININGS & CERTIFICATES

**Basic Training- Industrial Security**  
Reliance Security & Risk Management Academy  
*11/2014 – 04/2015* *Nagothane (Mumbai)*

**Security & Risk Assessment**  
Reliance Security & Risk Management Academy  
*12/2017* *RCP Navi Mumbai*

**Six Sigma-Green Belt Training**  
Reliance Global Corporate Security L&D  
*05 Days Session* *RCP Navi Mumbai*

**Certified IELTS (International English Language Testing System)**  
British English System

**Certified Grade II( Rock School ,London in Drums)**

## LINGUISTICS

Hindi



English



Punjabi



Maithili



## HOBBIES/INTERESTS

Reading Books

Playing Musical Instrument

Travelling

Learning new things

Running & Workout