

Curriculum Vitae



VISHNU KUMAR MISHRA

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**A result oriented professional with 18
+ years experience having expertise in planning and executing Security
Operations in co-ordination with HR, IT, COMMUNICATIONS, LEGAL, FACILITY
MANAGEMENT and other groups.**

**Preference: Senior Security Administration Management Profile in
a large Industrial Unit**

PROFILE SUMMARY

- Secure premises (internal & external) according to C-TPAT
- Plan and ensure execution of Security arrangement as per the company's need. Manage the deployment and implementation of security policy, standards, guidelines and procedures.
- Oversee and coordinate security efforts across the company, including information technology, human resources, communications, legal, facilities management and other groups.
- To look after all the security arrangements in the campus. Identify security initiatives and standards.
- To supervise and control the work of security personnel. Ensure security is maintained, trained and updated.
- Implement disciplinary procedures.
- To assist the company authorities in maintaining law and order by maintaining liaison with Police and district Authorities regarding - law and order problems and investigation of criminal cases affecting the Organization
- To attend to fire incidents and other calamities and incidents on the campus.
- Improvement of Security personnel – effectiveness.
- Effective Planning, scheduling and monitoring of security personnel.
- Internal Security transportation Audit monthly basis.
- Sop for all security functions.
- Establish Investigation Mechanism for security breaches.
- Develop an information network.
- Ensuring safety of staff, visitors, facilities, installation and other sites.

- To ensure proper housekeeping is maintain in factory premises and train, supervisor and monitor the quality of work of housekeeping staff.
- To ensure availability of required housekeeping material & equipment are well maintained.
- To ensure and monitor the quality work of laundry service and proper linen is available to employee & visitors.
- To ensure canteen service and maintenance of kitchen, equipment & utensils in good condition.
- To ensure timely service of food, tea and snacks to staff and visitor in canteen.
- To carry out surprise round and checking of plant premises in different shift and submit its reports to the management.
- To ensure proper maintenance and disposal of scrap.
- To ensure arrangements of events, programs, meeting, conference, training, visits of guests etc.

CAREER TIMELINE

Employer	Company	Designation	From	To
present	Ipca Laboratories Ltd. Pithampur.	Manager security & Admin	Sept. 2017	To Till date
Previous	Tata International Ltd. Dewas (M.P)	C.S.O	June 2016	Sept 2017
Previous	Century Yarn / Denim Ltd (Birla Group) Khargone M.P	Security Inspector	Sept'2014	June 2016
Previous	Trident Hotel , Mumbai (Oberoi Group)	Security Officer	Oct." 2012	Aug" 2014
Previous	CRPF	Para Military Services	March 2001	Dec 2009
	NSG	Black Cat Commando	2005	2008
	NSG Commando with Sri Lal Krishna Adwani		1 year	
	NSG Commando with Sri Farukh Abdullah (J&K).		6 Months	
	NSG Commando with Smt. Mayawati CM (UP).		6 Months	
	NSG Commando with Sri Narendra Modi CM (Gujarat).		1 Year	

COMPETENCY ATTRIBUTES

- TRAINING ACQUIRED
- Commando Training - NSG (Manesar).
- UN-Armed Combat (UAC).
- Security Training under Taj Mahal Palace in Hyderabad.
- C-TPAT (Customs trade Partnership against Terrorism) training in Tata international Ltd (Dewas).

- **EXPERIENCE – PARA MILITARY**

- Operation against Terrorism
- VIP protection.
- Handling and firing weapon.
- Qualified in Room entry, cordon and search operation.

- **AWARDS & ACHIEVEMENTS**

- Best All-rounder Trophy during All India shooting competition in 2003
- Awarded with – “Seva Suraksha Medal”
- Successfully completed “Operation Sadbhavna”

EDUCATIONAL QUALIFICATIONS

- B.A from APS University Rewa (MP).
- Intermediate from MP Board.
- SSC from MP Board.

COMPUTER SKILLS

- Computer basics
- M.S.Office

SOFT SKILLS

- Dedicated
- Excellent Problem Solving Skills
- Self-Confident
- Team Player
- Good Communication Skills
- Punctual
- Hard Working
- Innovative

PERSONAL PROFILE

Date of birth	:	20-07-1978
Father’s name	:	Mr. S.N. Mishra
Gender	:	Male
Height	:	184cm
Weight	:	80kg
Nationality	:	Indian
Marital status	:	Married
Languages known	:	English, Hindi.

Residential Address:

Permanent:

House no, 197, Saptsrangi Nager, Silicon City,
Rau, Indore (M.P) Pin 453331

Present:

House no, 197, Saptsrangi Nager, Silicon City,
Rau, Indore (M.P) Pin 453331

DECLARATION

I hereby declare that the above information is true to the best of my knowledge and belief and request to give me an opportunity to serve in your esteemed organization.

I have my own revolver Regd. No.A3325 with all India license.

Yours sincerely,

Place

VISHNU KUMAR MISHRA

Date :