

Vinod Singh

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## OBJECTIVE

To pursue a career where I can contribute for the development of the organization through continuous learning, sharing my expertise and by demonstrating security management skills.

## KEY SKILLS

- Access Control – men & material
- Security Automation
- Port Security
- Event Security
- Security Operation center (SOC)
- Asset Protection
- Vehicle Monitoring system
- Intrusion management system
- Liaison with various Government Agencies
- Traffic Management
- Material Management- SAP
- Periphery Security
- Emergency Management
- Physical Security

## SYNOPSIS

- **More than 3 years of experience** in Industrial Security, loss prevention, human resource safety functions, Emergency response management and Crisis management as well as General Administration.
- Currently working as “**Senior Officer**” with **Adani**, Mundra APSEZ - ensuring the continuous video surveillance & recording and responding in any emergency situation in & around the area.
- Covering the entire area of Port– Men/video surveillance with regards to Securing the India’s Largest Private Port.
- Working in sync with various stakeholders in the Mundra SEZ area.
- Responsible for safe and security of key areas of Adani Ports SEZ.
- **Ensuring the correct MIS Generation and presentation - Collection, collation of inputs for Preparation keeping the security of area in consideration.**
- Member of the material team while setting up of Solid (Poly-Ethylene) and Liquid products dispatch from the C2 Complex - RIL Jamnagar.
- Liaisoning and coordination with internal and external stakeholders like State Reserve Police-Gujarat, Fire Department, HR and others.
- Conducting Apex & VVIP guest movement.
- Implementation of policies, SOP standards, guidelines and procedures to ensure constant maintenance of security.
- Conducting trainings for firefighting - for Outsourced Manpower.
- Planning, Coordinating and Executing safety and security awareness programs.
- Installation, Operation & Maintenance of world class Security Automation systems and applications.
- **Exposure in working as Executive at Security control room at C2 Complex RIL, Jamnagar Manufacturing Division.**

## CAREER HIGHLIGHTS

Since Dec’18 with Adani Ports SEZ, Mundra

Dec’18-Till date      Adani Ports SEZ, Mundra, Gujarat as Senior Officer.

- **Responsible for the physical & traffic security of entire area of Adani Ports SEZ (Special Economic Zone) which includes office buildings, 07 Critical gates and Port area covering the container terminals.**
- **Enhancing emergency response with regular mock drills and training programs.**
- **Implementation of company SOP - ISPS policy for providing safe and secure environment in the Port area.**
- **Ensuring the continuous video surveillance & recording and responding in any emergency situation in & around the area in the Security operation centre.**
- Managing the traffic security of the area wherein the average vehicular movements is in the range of around +6000 Vehicles.
- To work in Coordination with stakeholders- Internal & External in order to counter any kind of emergency in & around the area.
- Planning and coordination of HR activities & control room duties including preparing monthly duty schedule for security staff.
- Working in sync with the Custom Department, Railway Department, State Police and Marine Police so as to be in line with the compliance of the Port.
- Contract Manpower planning & control.
- **Respond in IR & Civil unrest issues, in close coordination with IR/PR team.**
- Act as Auxiliary Fire Squad in emergencies with fire team.
- Ensuring the smooth moment of material INWARD/OUTWARD movement at all times and work for the business continuity.
- Assessment of relevant incidents/events about likelihood of impact on APSEZ business and escalation to concerned team for quick and precise response

**Jan'18 – Dec'18            C2 Complex, Jamnagar Manufacturing Division, Gujarat as  
SOC Security Executive & Material Executive.**

- Handled accident cases, fatal cases, while operating at Security Operations Centre round the clock.
- **Enhancing emergency response with regular mock drills and training programs.**
- **Implementation of company SOP - security policy for providing safe and secure environment.**
- **Ensuring the continuous video surveillance & recording and responding in any emergency situation in & around the area in the Security operation centre.**
- To work in Coordination with stakeholders- Internal & External in order to counter any kind of emergency in & around the area.
- Planning and coordination of HR activities & control room duties including preparing monthly duty schedule for security staff.
- Responsible for conducting AS (anti-sabotage) check at highly sensitive offices at C2 Complex-Jamnagar Manufacturing Division.
- Contract Manpower planning & control.
- **Respond in IR & Civil unrest issues, in close coordination with IR/PR team.**
- Act as Auxiliary Fire Squad in emergencies with fire team.
- Member of the material team while setting up of Solid (Poly-Ethylene) and Liquid products dispatch from the C2 Complex.
- Ensuring the smooth moment of material INWARD/OUTWARD movement at all times and work for the business continuity.
- Assessment of relevant incidents/events about likelihood of impact on RIL business and escalation to concerned team for quick and precise response

**Details across the tenure:**

**Oct'15-Dec-17            J3 Project, Jamnagar Manufacturing Division, Gujarat as Security  
Executive**

## Role:

- **Responsible for the physical security of entire area of C2 Complex which includes office buildings, 12 gates, 05 labour colonies and 02 mega construction sites.**
- Part of the security team in one of the largest projects of RIL at Jamnagar – J3 Project for near about 2 Years.
- Handled accident cases, fatal cases while operating at Security Operations Centre.
- Planning and execution of Security Mock Drills to ensure the status of the security and emergency preparedness.
- Participation in regular security and plant mock drills as per their levels (1, 2 & 3) to be prepared for any real incident.
- Act as Auxiliary Fire Squad in emergencies with fire team.
- **Responsible for security set up and security operations of sites.**
- Managing the material flow during the construction phase of J3 Project in RIL Jamnagar Manufacturing Division.
- Ensuring the smooth moment of material INWARD/OUTWARD movement at all times and work for the business continuity.
- Assessment of relevant incidents/events about likelihood of impact on RIL business and escalation to concerned team for quick and precise response
- **Enhancing emergency response with regular mock drills and training programs.**
- Implementation of company security policy for providing safe and secure environment at Makers.
- **Planning and coordination of HR activities & control room duties including preparing monthly duty schedule for security staff.**
- **Contract Manpower planning & control.**
- Training and development of security personnel. Periodic review of their knowledge, skills and awareness. Record keeping of training schedule.
- Conducting 1st Party Security Audit and coordinating in fire and safety audits at site.
- **Maintaining effective liaising with govt. agencies i.e. Local Police, Traffic Police, Fire Department.**
- **Handling of IR & Civil unrest issues, in close coordination with IR/PR team.**

## CERTIFICATION

- Diploma in Fire and Safety Management.
- Basic security training from Reliance Security Risk Management Academy, Nagothane Maharashtra.
- Industrial training certificate with Siemens Limited – PLC SCADA.
- NCC 'A' Certification with “A” Grade from Ministry of Defence, Govt. Of India in 2008.
- **Recipient of Best Cadet in NCC by Station Head Quarter in 2008.**

## ACADEMICS QUALIFICATION

- Bachelor of Technology - Electrical & Electronics Engineering from Tulas Institute, Dehradun, Uttarakhand; Year 2010-2014.
- XII<sup>th</sup> with Science stream from Army School Roorkee, Uttarakhand.

## TRAININGS

- 06 Months - “Industrial Security” training by “Reliance School of Security Management”-Nagothane.
- Fire Fighting & Rescue Training at RIL Manufacturing Plant Nagothane-Maharashtra.
- Un-armed Combat from **World Karate Federation, Mumbai, Maharashtra, India.**
- First Aid Course from **St. John Ambulance Association, Thane, Maharashtra, India.**
- Basic Rock climbing & Trekking Course from **Yashwanti Hikers, Khopoli, Maharashtra India.**
- 02 month of Orientation at its group sites Jamnagar & Nagothane.
- Represented “Uttarakhand directorate” in National Hiking Camp, Nainital-Uttarakhand, 2007.
- **IT credentials** – In-Depth knowledge in Microsoft word, Excel, Power point.

## EVENT SECURITY MANAGEMENT

- Perform duty as security executive in events like Indian Premier League (IPL) and Education for all (EFA) events – under Reliance Foundation Team.
- Contribution in planning and execution of events like Independence and Republic days, Reliance Day, DAIS annual function, security and safety awareness campaigns etc.

## PERSONAL DETAILS

Date of Birth: 20<sup>th</sup> May 1992.

Marital Status: Unmarried

Languages Known: English & Hindi.

Hobbies: Gaining knowledge regarding Organic Farming, Reading Books (Non-fiction).

Address: Flat no.120, BH1, Bachelors Hostel (Port), Samudra Township, Mundra, Pin Code 370421, Gujarat.

I hereby certify that the above information given are true and correct as to the best of my knowledge.

- Vinod