**Arun Asok**



“Asokam” 43/274C, Suvarna Nagar-219,

Eroor West, Tripunithura, Ernakulam-682306.

Mobile:9388022110 & Email: arun.a.asok@gmail.com

**Objective**  
Quest to work in a real professional atmosphere, that enables me to cope-up with the emerging - as well as the latest trends and developments, scope for widening the spectrum of my knowledge

**Professional Summary**

I offer total 17.5 years of experience, seven and half years in warehouse operations, And 10 years of formal leadership positions. Project, Planning, supply chain management, distribution and logistics are just some of the areas I excel in. My attributes include the ability to build solid and productive relationships with colleagues and employees, and early adoption of cost-saving technology.

**Present Experience**

**Senior Specialist - Warehouse & Logistic Management,** Ericsson India Pvt Ltd.

June 2016 – present

* Getting the Material requirement from the operation & project team and driving for the material timely delivery.
* Ordering the material against the preventive maintenance for fulfilling the yearly requirements.
* Monitoring of Warehouse facilities and guiding them to maintain as per business needs
* Circle Auditing and monitoring of Material reconciliation against each zone.
* Monitor Compliance outsourced agency to carry out repair activity rigorously at warehouse and refurbish the same at for site restoration within SLA.
* Ensuring Budget availability for RR program and timely issue of POs to the stack holders for repair facility.
* Monitoring of PO Utilization, Ensuring complete timely PO to Payment to partners on regular Internal with approved rates.
* Regular visits to Warehouse for auditing the stock & Scrap declared hardware’s by the repair center.
* Organizing monthly meetings as per organizational directions to drive Circle Council as per National partner Council.
* Closely coordinating with FSO team and ensuring equipment availability in time
* Timely closer of monthly process of KPI and Circle spare sign off with Partners development.
* Commercial negations with partners for various activities
* Spare Management – Oracle, R&R, WH, L3, and Field Management. MIS/Reports – SRN, R&R.
* Reduction in NFF/Scrap/rejection & 100% compliance on SFN.
* Preventive Maintenance. Indicators of Achievement: Drive for completing PM targets within timeline.
* Timely OHS/CDP related follow-ups.

**Previous Working Experience**

**Circle Project Manager (TI),** Precise Logistic Solution.

April 2016 - June 2016

* Create an environment oriented to trust, open communication, creative thinking, and cohesive team effort
* Provide guidance to the team based on management direction
* Motivate and inspire team members, Maintain healthy group dynamics
* Intervene when necessary to aid the group in resolving issues
* Encourage creativity, risk-taking, and constant improvement
* Assure that the team members have the necessary education and training to effectively participate on the team
* Work with functional managers and the team sponsor to obtain necessary resources to support the team's requirements
* Coordinates meetings with the product committee, project manager and functional management to discuss project impediments, needed resources or issues/delays in completing the task
* Serve as a focal point to communicate and resolve interface and integration issues with other teams
* EMF Survey & BB for new on-air sites.
* EMF Survey portal level NEP updating & Verification.

**Previous Working Experience**

**Circle Team Lead**, Sequel Mynd Solutions Pvt. Ltd.

C/o Circle Implementation Manager, Reliance Jio Pvt Ltd.

February 2015 – March 2016

* Day to Day I&C Deployment coordination for Kerala Circle.
* Integration & Commissioning of CSS Router Deployment.
* Cross verification of IP/NPD details with respective with AG1 and AG2 node configurations,
* Responsible for managing a team of field engineers & contractors and resolving issues escalated from the field.
* Co-ordination with the different stack holders to solve the field issues.
* Coordinating with NHQ for technical and provisioning issues
* Handling & publishing daily tracker for Project progress.
* Preparing daily workloads for staff & coordinating the daily allocation of work

Received best performer award for the month from Reliance Jio for delivering results with deadlines.

**Previous Working Experience**

**Technical Assistant**, ISRO Apprenticeship Holders Society.

C/o Indian Space Research organization, Kerala.

August 2009 – February 2015

* Test & Evaluation of Advanced Inertial Navigation System (AINS) Packages at various test beds.
* AINS Telemetry data extraction and processing.
* Participation in AINS-200 Integration.
* Operation of Checkout System Software developed by IISU.
* EID preparations for Navigation systems (AINS).
* T&E Plan Documentations.
* End to end verifications of EID.

**Previous Working Experience**

**Zonal Dispatch coordinator,** Reliance Communication Ltd.

July 2005 – August 2009

* Resolution of Network Faults in coordination with NNOC.
* Vendor Coordination for repair of faulty cards and its testing.
* Service Delivery and Assurance.
* Coordination of both Pre-sales & Post-sales activities for Broad Band Wire line Project Execution with Planning Team & Service delivery team.
* Service Provisioning & Assurance for Leased Line Circuits.
* Responsible for managing a team of field engineers & contractors and resolving issues escalated from the field.
* Co-ordination with the team members to solve the Customer issue.
* Coordinating with NHQ for technical and provisioning issues
* Ensuring timely delivery of Enterprise and Retail services within the stipulated SLA
* Co-ordination with the team members to ensure Service Assurance of Both Low Value and High Value Customer’s
* Overall guidance and supervising
* Planning the connectivity proposal for BN from the Building Aggregation Node (BAN) using fiber.
* Preparation of Copper plan, G49
* Contractor coordination for construction and their billing.
* General Office Administration & Maintenance
* impress amount management and utilization against actual field requirement.
* Collection of KSEB bills from local cable operators and issuing the payment on time in coordination with the central team.
* Material tracking and inward outward process using the SAP tool.
* Coordination with Sales and CSPM team for the smooth functioning of the delivery.

**Achievements & Training**

* Successfully implemented Data Network rollout in 3300 BTS for Reliance 4G rollout in a limited span of around 8 months.
* Completed Vendor appointment in limited span and coordinated well for timely implementation.
* Best performer award in Reliance Jio.
* Worked with Reliance Communications for four years and was part of core team, involved in planning, Implementation and O&M
* BAN (Building Aggregation Nodes) Fiber planning.
* Fundamentals of computer networks.
* UTSTARCOM DLC (Digital Loop Carrier) Operation and Maintenance.
* Self-development (Soft skills & Leadership) | Measurement – Training.

**Strengths**

* Flexibility and Adaptability.
* Stress tolerance.
* Critical thinking.
* Ready to do things differently if it aids better results.

**Academic Qualification**

**Master of Business Administration** on International Business from Annamalai University Year-2022.

**Bachelor of** **Business Administration** from Annamalai University Year-2020.

**Diploma in Electronics & Communications** from Govt Polytechnic Colleage, Neyyattinkara Year-2008.

**Personal Details**

Date of Birth: 06-11-1985.  
Languages understanding: English, Hindi, Malayalam, Tamil.  
Marital Status: Married.

**References**

Mr. Vinju Paul: DGM, Reliance Jio Infocomm Limited, Kerala Contact: 9895016023

Mr. Prasad Sunder: Ex Network Planning Head Reliance Communications, Kerala. Contact: 9349987654

Arun Asok

Date:

Place: