

RESUME

YOGESH KUMAR

Add.-VPO UCHHAR,
Teh.– Laxmangarh , Dist. -Alwar (Raj). 301035

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Career Objective :-

- To contribute effectively as a skilled and responsible team member in the domain of parts management and workshop coordination. I aim to grow professionally in a dynamic organization while ensuring accurate inventory, timely service support, and high customer satisfaction.

Professional Summary :-

- Results-oriented and experienced ****Executive**** with a strong background in sales, field operations, and inventory management. Proven track record in maintaining spare part stock, supporting workshop operations, and handling customer needs in automotive and finance sectors. Strong interpersonal and organizational skills with a commitment to performance excellence.

Key Skills :-

- Sales & Customer Service
- Stock Reconciliation
- Team Collaboration
- Documentation & Reporting
- Field Operations
- Communication (Hindi & English)
- Spare Parts Inventory Management
- Workshop Support & Coordination

Work Experience:-

***Shree Laxmi Motors, Pinan*– Sales Executive – Dec 2019 – Dec 2021**

- Handling vehicle sales, customer queries, and after-sales support.
- Maintaining customer database and supporting documentation.

***HDB Financial Services* - Collection Executive – Jan 2022 – Aug 2023**

- Daily tele-calling and field collection follow-ups
- Negotiating and convincing customers for timely repayment
- Handling skip-tracing and broken PTP (Promise To Pay) cases
- Preparing MIS reports and submitting collection status to the branch head
- Ensuring a balance between recovery and customer service

***Fusion Micro Finance* – RO(Relationship Officer) – Sep 2023 – Mar 2024**

- Customer interaction and micro-loan servicing.
- MIS reporting and area coordination.

***Pratyancha Management Services Pvt Ltd* –SLO –April 2024 –Jan 2025**

- Field-level service operations and documentation.
- Client handling and reporting.

***OLA Electric* – Parts Executive - Feb 2025 – Jun 2025**

- Managing spare part inventory and dispatch operations.
- Coordinating with service team to ensure timely parts availability.
- Maintaining stock records and processing internal requisitions.

Educational Qualifications:-

- 10th – Rajasthan Board, 2014
- 12th – Rajasthan Board, 2016
- B.A. – JNVU, 2020
- ITI in Electrical – 2021
- RS-CIT -2018

Hobbies:-

- Reading
- Kabaddi
- Cricket
- Bike Riding
- Internet Surfing

Declaration:-

- I hereby declare that the above information is true to the best of my knowledge and belief.

Personal details:-

- Name : YOGESH KUMAR
- Father's name : Mr. RAGHUNATH CHOUDHARY
- Date of birth : 09 Oct 1999
- Permanent add. : VPO.-, Uchhar, Teh.- Laxmangarh Dist.- Alwar (Raj.) Pincode-321607
- Marital status : Married
- Religion : Hindu
- Nationality : Indian
- Language. : Hindi & English.

Place

Date

(YOGESH KUMAR)