

## MR.MUKESH KUMAR GENLAL SAROJ

DATE OF BIRTH – 01/06/1982

E-mail – mukeshsaroj111@gmail.com

Contact Number – +91-

9518341002 w- 8484843724



### OBJECTIVE:

To obtain challenging and responsible position of Resource Officer in an organization wherein I contribute to the successful growth along with the use knowledge of Resource protocols to further to work of Company and of an organization using my abilities and knowledge. "There is always a better way of doing things" is the common belief.

### EDUCATION:

<u>Degree</u>	<u>Institute</u>	<u>Board / University</u>
10TH	Saraswati Vidya Niketan, Uttara khand	DEHRADHUN

### WORK EXPERIENCE: (23/01 /2024 To Till Date)

COMPANY: ADIRAJ CONSTRUCTION

Designation: Resources Manager

### WORK EXPERIENCE: (01/05/2022 To 31/12/2023 Last)

COMPANY: AASHI SOLUTIONS

Designation: Resource Officer

Role:

- Contractor Management to all sites
- Contractor and Labour rate finalised as per site requirement
- Supply Manpower to all site
- Coordinate with Hr for New Staff
- labour work related Clear the all site issues from site
- Follow-up with all site Project Manager about workers progress
- Follow-up with all site about rooms and all necessary arrangement for workers at site

## WORK EXPERIENCE: (01/04/2020 to 30/04/2022)

COMPANY: Creativves Constructiion Engineers and contractors.

Designation: Resource Officer

Role:

- Contractor Management to all sites
- Contractor and Labour rate finalised as per site requirement
- Supply Manpower to all site
- Coordinate with Hr for New Staff
- labour work related Clear the all site issues from site
- Follow-up with all site Project Manager about workers progress
- Follow-up with all site about rooms and all necessary arrangement for workers at site

## WORK EXPERIENCE: (March 2010 – July 2019)

COMPANY: Tricon infra Build Tech Pvt. Ltd

Designation: Resource Executive

Role:

- Contractor Management to all sites
- Contractor and Labour rate finalised as per site requirement
- Supply Manpower to all site
- Coordinate with Hr for New Staff
- labour work related Clear the all site issues from site
- Follow-up with all site Project Manager about workers progress
- Follow-up with all site about rooms and all necessary arrangement for workers at site

## PERSONAL DETAILS:

Name	Mukesh Kumar Genlal Saroj
Date Of Birth	01-06-1982
Present Address	Pune, Maharashtra
Languages Known	Hindi, Marathi,
Marital Status	Married
Driving License	MH12 20150026571
Issued Date	28-07-2015
Expires Date	31-05-2032

## DECLARATION:

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

Date:

Mukesh Kumar Saroj

Place: