

ASHOK RATHI

B.E. (Electrical/Electronics & Control),

MBA (HR) dip in hm.

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Professional Experience 31 years

SENIOR ADMINISTRATION, MANAGEMENT AND TECHNICAL PROFESSIONAL

An astute professional adept at :

- Administration	- Human Resource Management	- Rehabilitation
- Project Management	- Construction Management	- Site Analysis
- Resource planning	- Material Management	- Vendor Development
- Resource Development	- Coordination/ Liaison	- Remedial Measures
- Commercial Negotiation	- Executive Leadership	- Client Relationship Management
- Concept Development	- Quality Assurance	- Technical Assistance

Awarded GOLD MEDAL & certificate of MERIT for the dedicated and outstanding services to BBMB .

CAREER GRAPH

1. Bhakra Beas Management Board : (Ministry of Power, Govt of India)

(i) Deputy Secretary (coordination) New Delhi April 2011 to Present
and Secretary , Beas Construction Board

Presently working on two important assignments viz. Deputy Secretary / Coordination , BBMB and secretary / Beas construction Board in New Delhi. As Dy. Secy./ Coord. I am looking after all coordination works (administration, management and technical) between BBMB and Ministry of Power (mainly) and other ministries in Govt. of India for various projects, monitoring, clearances and other issues. **I directly report to chairman BBMB.**

As secretary, Beas Construction board, I am looking after various works related to Beas (Irrigation and Power) Project. It involves resettlement and rehabilitation of Project oustees, Power Sharing, Cost Sharing and various other issues pertaining to partner state Govts.

Thus I have hands on experience in Administration, Human Resource, Project Management, Work Execution and monitoring etc.

2 on deputation from ministry of culture and tourism(g.o.i.) worked in itdc ashok chain as dy. Director/dgm looking after ops and mtc, of estates and overall budget and business improvement based on feedbacks and coordination with various govt ministries and deptts. From 2009 to 2011.

3. worked as gm in famous hotel crowne plaza chain in delhi ncr.

**4.Haryana tourism hotels
(Govt.of Haryana)**

Manger ops.

Panipat, Haryana

Aug 1988 to august1990

Was responsible for govt owned hotels optimal operating performance in all areas

DOMAIN SKILLS

1. Human Resource Management and Administration

- ✓ Business improvement, Administration in HR and General ,
- ✓ Personnel management , talent management
- ✓ Training
- ✓ Employer- Employee relationship and leadership by example

TRAININGS/ KNOWLEDGE IMPROVING ACTIVITIES

As a representative / delegate of my organisation, I regularly attend various Conferences, Seminars, Workshops , Meetings on various issues including HR, Technical, Economical and Social to keep abreast of latest technologies and ideas to use them on projects.

ACADEMIC CREDENTIALS

4 year Engineering in Electrical /Electronics and Control Engineering from Y.M.C.A. Institute of Engineering , (now YMCA University of Science and Technology) Faridabad , India and AMIE, India.

MBA in Human Resources Management , India

PERSONAL DOSSIER

Father's name : Sh. B. S. Rathi
Date of birth : 1ST January 1969
Address : Flat no.B-19, suvidha Apartments, Sector-13, Rohini, Delhi-110085
Marital status : Married
Gender : Male

Nationality : Indian