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| **C:\Documents and Settings\admin\Desktop\Dwarkadish-Flat\Dev.photo.jpg**  **Email:** d\_udar@yahoo.co.in  **Phone:** +91**-**8860814014 / +91-9213436077  **DEVENDER KUMAR**  A versatile, high-energy professional with expertise of executing prestigious projects of large magnitude within strict time schedules, cost & quality, targeting assignments in F**acility Management** with an organization of repute  **Location Preference:** India (Gurgaon / Delhi & NCR) and International (Europe / Canada / Australia / Middle East Countries)  **Location Preference**: Bangalore / Mysore / Mangalore  ***------------------------------------------------------------------------------*** |
| knowledge24x24iconsProfile Summary |
| * Dedicated, service-focused leader with an experience of **over 14 years**; currently associated with **Motherson Auto Limited, Noida** as **AGM (Facilities);** spearheadingday-to-day operations of corporate tower facility spread across **20000 Sq. Meters** including Maintenance, Housekeeping, and Utilities Management * Versatile professional with experience in managing the spectrum **of Property Management including Facilities Management and General Administration**; expertise in service delivery in accordance with the maintenance strategy, contracted office services and soft facilities management services as per the defined standards * Showcased expertise in working on property up-gradation, property management, policy & procedure development and implementation, and adaptation of process standards * Skilled in administering facility management functions and negotiating with service providers for cost-effective solutions to ensure effective & seamless operations; providing high level administrative support including the management of Communication Instruments, Office Automation and Office Administration * Successfully liaised and coordinated with different departments to ensure harmonious working environment and operational efficiency; managed overall forecasting, budgeting, distribution and consumption of resources * Strong aptitude to master a situation quickly; highly knowledgeable in a wide variety of professional disciplines and expert at organizing & directing turnaround situations with commitment   knowledge24x24iconsNotable Accomplishments Across The Career  ***At Motherson Auto Limited:***   * Achieved reduction of INR 25 M in utility bills within 3 years duration through Energy Management Program (EMP) * Lowered utility consumption and achieved consolidated energy saving of 15% in 3 years in corporate tower * Initiated innovative water saving fixtures throughout site which reduced water consumption every year across group * Saved 3.7% OPEX of Corporate Office resulted in profitability of 22% in common area maintenec charges * Formulated Solar Panels on rooftops of production units with a group level saving of 4.5-5.5 % OPEX at PAN India location * Resulted in net saving of 5% YoY OPEX with solar panels group level with total saving of INR 30 Millions in last 3 years   ***At PACL:***   * Saved 5.8% OPEX of existing projects. Trunaround a loss making FM division into 2% profitable unit   ***At Siemens LLC:***   * Saved OPEX AED 1.75 Million (rental cost) in 2 years; negotiated lease contracts of Abu Dhabi, saved 0.88 M AED annually to bottom line and 1.75 M AED within 2 years   ***At NAI, Qatar:***   * Attained contract of 3 years for providing security to Ministry of Health (worth value of QR 9 Million) * Led operation & maintenance of distribution substation equipment & other building equipment including ACB, VCB, DG SETS, HVAC Plant, RO Plant, and ETP Plant   ***At JLL, Gurgaon:***   * Managed a luxurious property of 255 Villas spread across 25 acers with 108 resources and 0 escalations for whole duration at site |
| core24x24iconsCore Competencies  **Facility & Utility Management**  **Team Management & Leadership**  **Cross-functional Coordination**  **Strategic Planning & execution**  **Business Process Improvement**  **Project Management**  **General Administration**  **Property Management** |
| softskills24x24icons Soft Skills |
| Innovator  Collaborator  Analytical  Communicator  Problem Solver  Team Player |
| C:\Users\harshika.agarwal\Desktop\Icons\Knowledge-Purview24x24icons.png Knowledge Purview   * Stakeholder Management, Capital Planning & Cost Control, General Ledger Operations, Contingency Planning, Energy Management, Budgeting & Reporting, Tendering, Contract Management, Asset Management, Lease Management, Cost Savings Initiatives, Space Management, Training & Development, Market Analysis, Auditing and Commercial & Real Estate Leasing   career24x24icons Career Timeline (Recent 5)    **Jun’11 – Mar’13 with Siemens LLC, Abu Dhabi, UAE as Facility Manager / Location Manager**  **Since Oct’14 with Motherson Auto Limited, Noida**  **Nov’13 – Sep’14 with PACL Limited, New Delhi as Senior Manager – Facilities**  **May’13 – Oct’13 with Integrated Facility Management, Manama, Bahrain as Operation Manager – Facilities**  **Dec’10 – May’11 with Jones Lang LaSalle, Gurgaon as Property Manager (Tatvam Villas Site)** |
| exp24x24icons Organizational Experience  ***Since Oct’14 with Motherson Auto Limited, Noida***  *Managing**50 companies’ industrial units FM Services within NCR region & PAN India with area over 1 billion sq. feet.*  ***Growth Path:***  Oct’14 – Mar’18: Senior Manager  Apr’18 – Present: Assistant General Manager  **Key Result Areas**:   * Managing schedules, leading daily operational activities with 650 employees, working on capital planning, monthly reporting, emergency management, service contracts negotiation and administration * Preparing monthly variance reporting for operations & project budgets, negotiating contracts with in-house clients; supervising maintenance crew, developing preventive & quality assurance program for all mechanical, civil, architectural functions including air conditioner & emergency backup system * Creating & tracking purchase orders, coding invoices and inputting payable database, managing enhancement of building & equipment life cycle along with critical equipment maintenance with 0 breakdown time * Reviewing AMC & Compliance Tracker, tracking PPM activities with root cause of breakdown, providing trainings to team members, performing regular site audits for PAN India properties for regular rectification & improvements * Developing annual budget for better cost control & management of OPEX; participating in Trade Shows, Infra, GACS, GBIC - LEED & other FM Conference * Spearheading all spheres of property & facility management services of corporate real estate office spaces/properties * Leading multi-functional team, driving exceptional performance initiatives for continous performance & service standards improvement, and cost reduction * Escalating and preventing safety or environmental hazards or incidents and working on OES responsibilities in alignment with organizational goals and generating business profitability * Performing administration/facility management functions including operations & maintenance, housekeeping, purchase, asset management and preventive maintenance * Creating & sustaining a dynamic environment that fosters development opportunities and motivates high performance amongst team members and initiating R&R programmes * Providing strategic leadership focused on value delivery, system reliability, efficiency/cost control, training, budget/project planning and resource management * Ensuring all back-end operational processes are managed in terms of TAT, accuracy, frequency & compliance leading to seamless service delivery * Performing site audits at PAN India level for manufacturing units and developing end-to-end cost effective solutions for skill utilisation of in-house team strength & capabilities   exp24x24icons Previous Experience  ***Nov’13 – Sep’14 with PACL Limited, New Delhi as Senior Manager – Facilities***  ***May’13 – Oct’13 with Integrated Facility Management, Bahrain as Operations Manager – Facilities***  ***Jun’11 – Mar’13 with Siemens LLC, Abu Dhabi, UAE as Facility Manager / Location Manager***  ***Dec’10 – May’11 with Jones Lang LaSalle, Gurgaon as Property Manager (Tatvam Villas Site)***  ***Dec’08 – Nov’10 with NAI Qatar, Doha, Qatar as Asset Manager***  ***Jun’06 – Nov’08 with Vipul Facility Management Ltd., Gurgaon as Assistant Manager - Facilities***  ***Nov’04 – Jun’06 with Ajay Machine & Tools, New Delhi as Site Engineer***  Academic Details   * B.E. (Electrical) from H.C.E., Sonipat (Maharishi Dayanand University, Rohtak, Haryana) with 65% in 2006 * Diploma (Electrical) from G.T.B.P.I., Vasant Vihar (Board of Technical Education, New Delhi) with 69% in 2003   personaldetails24x24icons Personal Details  **Date of Birth:** 4th July 1982  **Languages Known:** English and Hindi  **Address:** House No. 218, Bharthal, Dwarka Sector-26, Delhi – 110077, India |
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