



# NAVIN VASHISHT

Age: 37 Years | Experience: 20 Years

Mobile: 7057787986

Email:navin.vashisht@gmail.com

<https://www.linkedin.com/in/navin-vashisht-2777ba254>

Dynamic and result-oriented Indian Naval Officer with 20+ years of rich experience across diverse functions in leadership roles. Experienced in Administration, Sports and extracurricular activities, HR Management, Contracts Management, , Fire Fighting, Security & Vigilance, . Excellent in communication, analytical, mentoring, knowledge transfer, problem solving and interpersonal skills with ability to work independently and as an adaptable team player

## ADMINISTRATION & MANAGEMENT

- Rich experience in HR management of nearly 5000+ personnel including administration, sports and extra-curricular activities
- Attained 20 years of rich experience in Fire, Safety & protection, fire suppression system, fire detection system and damage control equipment, loss prevention and environmental safety for Naval assets worth Rs 30000 cr (Ship's and residential buildings)
- Administered Naval Establishments in Delhi /NCR spreaded over 12 Acres which included 500 + dwelling units constituting Navy Children School , Sporting infrastructure , accommodation for married personnel (1400+) and bachelor's accommodation (600+)

## SPORTS AND EXTRA-CURRICULAR ACTIVITIES

- Ensured smooth conduct of sporting events like Annual sports day, swimming, football, volleyball, cricket, basketball and unit Golf cup tournament
- Conducted unit/station Delhi marathon on weekly/fortnightly basis as Sports officer
- Ensured setting up of maiden Golf practice arena and imparted training to budding golfers during summer camp to school children of NCS Delhi and adults with upbringing more girl candidates to this sport
- Conducted quarterly physical efficiency test for 1500 + officer's and sailor's posted in Naval station Delhi Area
- Renovated gymnasium at all sub units of Naval Station Delhi with upgrading of latest equipments worth 1 cr
- As sports officer initiated Yoga drive in all residential areas under INS India with imparting sessions on meditation and healthy meals
- Ensured all preparations of maiden bike expedition and car rally of naval personnel from Delhi to Jaipur
- Conducted inter directorate sports meet at Naval Station Delhi to boost sportsmanship and healthy team spirit amongst team players
- Ensured training of NCC cadets in sports and extra-curricular activities
- Conducted Scuba Diving camp at Naval Station Delhi area
- Ensured operational availability of sports equipments and their periodic maintenance

## EDUCATION

- BSC , Naval Science (Goa university , Goa) 2008 -2011
- MSc, Telecommunication (CUSAT, Kochi) 2017 -2018
- Certificate , Global Supply & Chain Management (Indian Institute of Foreign Trade, New Delhi) 2023 -2023

## CERTIFICATIONS

- Centre for Leadership and Behavioural Studies
- Certification in Global Supply chain management from IIFT, New Delhi
- Boat/ Ship Handling
- Electronic Warfare Officer
- Fire Fighting Officer
- Communication Officer
- Certification in handling Small Arms

## ACHIEVEMENTS

- Commended by Chief of the Naval Staff
- Commended by Vice Chief of the Naval Staff in 2023 whilst carrying out the duties of Administrative officer
- 9 years Long Service Medal
- 20 years Long Service Medal

## KEY SKILLS

- Administration
- Talent Management
- Sports Officer
- Human Resource Management
- Security and Vigilance Officer
- Fire Fighting Officer
- Overall Coordinator