# NAMRATA DAS

Indian Army, Major

10 years of multi role work experience in Project Management, Supply Chain, Security, Human Resource Management & Development. Aptitude at problem solving through contingency planning, skilled at resourceful identification of creative, innovative solutions. Strong verbal and written communication skills, to articulate and convey persuasively, also adept communication style to foster productive and harmonious relationships.



## Contact



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## **Skills**

Leadership, Human Resource Management Interpersonal Intelligence, Team Building, Training and Development Project management, SCM, Procurement Articulate, Persuasive, Effective Speaker Creativity, Public Relations, Marketing



# Languages

English, Hindi, Bengali

Advanced

Spanish, Malayalam, Tamil

•••○○ Intermediate

Research and Publications

Research: Dissertation on Opinion Study On Decriminalization of Sex Workers, University of Madras, 2010.

## PROJECT MANAGER

### Armv

- Established functional department under SAP/ERP automation. Developed and executed strategic procedures to optimize functionality, trained team to effectively operate in SAP/ERP environment.
- Played key role in managing portfolio of vendors, performance evaluation, vendor lifecycle. Led contract negotiations for Rate Contracts with OEMs, employing effective communication and negotiation skills to secure 80 % improved mission capability of formation.
- Part of 25 crores worth procurement project team for Advance Winter Stocking at Leh. Collaborating with cross-functional teams, adhered to strict delivery schedules to achieve 92% expected stocking in forward Line Of Control.

### SENIOR LOGISTICS OFFICER

#### Armv

- Crucial logistics support to medical facilities at Chandigarh, both Army and civil, during COVID outbreak. Developed effective escalation matrix, ensuring 85 % functionality of critical medical equipment.
- Developed robust forecasting, procurement, availability network and managed inventory of over 10,000 depth to ensure accurate stock levels, minimize shortages and optimize resource allocation ensuring maintaining 92% mission capability and reliability..
- Judicious expenditure and adherence to financial regulations, budgeting public funds for logistics requirements. Conducted internal audits to proactively address potential discrepancies resulting in error-free audits by Comptroller of Defence Accounts.

# HUMAN RESOURCE MANAGMENT AND DEVELOPMENT

#### Army

- Conducted personality development classes, mentored on effective exam strategies, enabling many to pass career augmenting evaluations and 9 individual to clear SSB.
- Delivered impactful seminars and workshops targeted towards pedagogy and andragogy learning, educated on programs aimed at empowering personnel and their

Publications: Autobiography of a Fauji Couch, Annual Journal College of Material Managers, AOC: 2017



# **Accomplishments**

- · Sub junior and junior West Bengal State Woman's Football Team 2000-2006.
- National women Rowing Regatta Medalist 2002-2006.
- Internship with State **Human Rights Commission** and Tamil Nadu Police, 2010.
- · Fostered one on one rapport with convicts at Vellore Central prison, to develop nuanced perspective on Victimology and Criminology, 2011.
- Gold Medal General JJ Singh, Women's 10 mtr Air pistol shooting competition, 2016...



Painting, Indian Classical Music and Arts

- families to pursue their aspirations utilizing practical information.
- Coached various multi-cultural intra-Army football and cross country teams utilizing training techniques tailored to each team's specific needs, focusing on skill development, tactical understanding, and physical conditioning, delivering wining results.
- Keen eye for identifying personnel with exceptional expertise, for special taskings like United Nations deployment, Army sports team, recruitment of 200 personnel for depot work at Pathankot. Established strong relationships with key stakeholders, senior leaders to ensure support for advancement of recognized talent.

#### MARKETING AND PR

Army

- Built strong interpersonal relationships with vendors and suppliers ensuring operational requirements by timely completion of contracts, delivery of goods to remote locations, resolving bottlenecks negotiating most competitive rates and ensuring cost savings to the exchequer.
- · Coordinated dignitary visits, including logistics, protocol adherence and cultural sensitivities. Collaborated with various multicultural departments and units ensuring effective communication and coordination.
- · Acted as representative of unit, entrusted with handling numerous high-profile responsibilities at higher HQs. Demonstrated competence in executing assigned tasks and upheld unit's values and standards to external stakeholders.



# **Education**

2023-01 -	Diploma: Global SupplyChain Management
2023-04	Indian Institute of Foreign Trade
2016-01 -	Basic Ordnance Management : Logistics
2016-04	And Materials Management
	Rani Durgawati University - Jabalpur
2012-01 -	Diploma: Defense And Strategic Studies
2013-04	University Of Madras
2009-01 -	Master of Arts: Criminology And Criminal
2011-04	Justice Administration
	University of Madras - Madras
2006-01 -	Bachelor of Arts: Psychology (Honours)
2009-04	Gokhle Memorial Girls College

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