

## **LT COL NG PATRA**



### **Present Address**

Lt Col NG Patra, ASC Records(South), Bangalore- 560007, Email- [ngpatra4338@gmail.com](mailto:ngpatra4338@gmail.com)

Cell – 9343248851, Date of retirement – 29 Feb 2016, Dt of birth – 09-02-1959

### **Professional Profile**

- A dynamic Professional with over 37 years rich experience in General Administration, Human Resources Management, personal administration and security management with Indian Army.
- Experience in formulation of administrative, security and providing innovative solution.
- Adopt at people management, maintaining healthy employee relations, handling employee Grievances thus creating an amicable and transparent environment.
- Sound knowledge of various Acts with special reference to HR Issues as well as interfacing with Organisation/Authorities.
- An enterprising leader with the ability to motivate personnel towards achieving organisational Objectives and adhering to Industry best practice.

### **Career Highlights**

#### **The Career path**

- 1979 – 1995 HR executive and supervision on office environment.
- 1996-1997 Administrative and security officer in J&K Operations.
- 1998-1999 Manager HR planning and placement of 65k trained manpower.
- 2000-2003 Sr Manager HR and Administration for 25k men.
- 2004-2005 Sr Manager HR for pension and grievances and Administration.
- 2006-2008 Sr Manager HR Planning and placement for 1.20 lakhs skilled manpower.
- 2009-2011 Sr Manager HR for pension and grievances and Commanding Officer/Executive Head For a logistic management.
- 2012-2014 Executive head and Commanding Office for 25k men.
- 2015-till date. Sr Manager HR for management of 1.70 lakhs ESM and 40000 trained men.

#### **Area of Experience**

- Handling and management of special trains during Operation BT with supply chain management of transport,ammunation,ration,water by ensuring loding points, time taken for replenishment with advance planning and stocking.
- Officer incharge for management of stores,ammunation and equipment including advance stoking and maintenace.
- Planning and placement of 1.20 lakhs men comprising 69 type of skilled manpower required for different equipments in different terin of India.
- Management and deployment of security over high risk area in J&K Operation.
- Planning and management of Human Resources requirement based on recrutale men available in each stateand perform as system admin on specific softwere.
- Site survey and deployment of security equipment and manpower.
- Operation of security services and their deployment.
- Crisis management as part of emergency management team.
- Extensive experiance in house keeping, interior economy and event management.

### **Books and publications**

- Compiled and publish EME ROI(Record Office Instructions} for Corps of EME, an instruction comprising tree volumes on detail functioning of Record offices of Indian Army.
- GUIDE FOR VEEE NARIES AND ESM - Compiled and publish a hindi and english version Book for Veer Naries and ESM of Indian Army.

### **Awards/Commendations**

- Granted commendation card from Southern Army Commander in 2009.
- Granted commendation card from Central Army Commander in 2014.

### **Academic Credential**

- Graduated from Utkal University in Arts with English,History and Pol Science  
Diploma in Personal Management from IIMS,New Delhi.
- MBA HRM from Vinayak Mission University,Salem.

#### **- Army Courses**

- Specialist Officers Law Course from Institute ofMilitary Law,Kamptee.
- System Analysis and Programmer Course from Military College of Telecommunication And Engineering,Mhow.
- Security and Fire Fighting management Course from Oliv Green Institute, Bangalore.

#### **- Carrier Summary**

- Seeking challanging role as Sr.HR Manager/Manager Administrative or Security Head in a dynamic environment.

LT COL NANIGOPAL PATRA

