

SANJEEV KUMAR SHARMA

OPERATION & MAINTENANCE- IFMS



+91 9845031552



jeevs03.sharma@gmail.com



Res: #42 Apartments, Flat G-2, Athithi Meadows, Amar Regency Layout, Horamavu Main Bangalore

PROFILE

- A proficient professional having over 27 years of experience in Administration, Facilities Management, Procurement, Infrastructure Management & Vendor Management. Committed to Ethics, Integrity, Loyalty, and commitment to the organization. An enterprising leader with the ability to motivate personnel towards achieving organizational objectives and adhering to industry best practices.

EXPERIENCE

Sodexo India Services Pvt. Ltd. (June 2015- Present)

- **Designation:** Account Manager (2015 – 2018)
- **Designation:** Site Director (2018- 2022)
- **Designation:** National Account Director (2022- Present)

CBRE, South Asia Pvt. Ltd., Bangalore (Feb 2011- May 2015)

- **Designation:** Key Account Manager

Infinite Computer Solution India Limited (Sep 2008- Sep 2010)

- **Designation:** Senior Manager (Facilities and Services) (Client Role)

Fortune Info Tech Limited, Bangalore (Jan 2007- Sep 2008)

- **Designation:** Manager (Facilities and Services) (Client Role)

Speedera (Akamai Technologies India Pvt. Ltd.,) Bangalore (Feb 2005- Jan 2007)

- **Designation:** Lead Senior Specialist – Corporate Services (Client Role)

Ionidea Enterprise Solutions Pvt. Ltd. Bangalore (Feb 2001 – Jan 2005)

- **Designation:** Senior Executive – Administration (Client Role)

Microtech Web Development Centre, Bangalore (Aug 2000 – Feb 2001)

- **Designation:** Centre Manager (Client Role)

ADDITIONAL TRAININGS

- Peak performance course from MILT
- Training program on Leadership & Executive Management / Capitalizing the Change / Employee Engagement Toolkit.
- Undergone Six Thinking HAT Training.
- Training on Team Building Conducted at Hawaii.
- Effective Spoken English & Human Relations from Royal Academy for Speech & Spoken English.

EDUCATION

- **MBA- NMIMS** -Operation and Management (Awaiting Final Result)
- **M.Sc.** (Inorganic Chemistry), St. John's College, Agra.
- **Post Graduate Course** in Computer Application from CMC, Bangalore.
- **B.Ed.**, Regional College of Education, Maharshi Dayananda Saraswathi.

CORE COMPETENCIES / STRENGTH AREAS

- Leadership
- Team Building
- Project Management
- Problem Solving
- Strategy Planning
- Vendor Management
- Quality Assurance
- Budgeting / Forecasting
- Resource Planning