



RESUME

Objective

Conceive, develop, analyze and implement applications that perfectly meet the strategic and safe environment in work site.

Summary

I am an Indian male born on 31/01/1994. I am self-motivated, honest, hardworking and always committed to my work. More than 06 year extensive and diverse experience in Store and experience as store associate, store Executive

Education

- ❖ B.A (+3 Arts With placed in 1st from MGK VIDYAPITHA VARANASI Year 2015 Under Varanasi University
- ❖ Intermediate (+2 arts) from CHSE, UP Board placed in 1st from Year 2012
- ❖ Matriculation from BSE, UP Board placed in 2nd Year 2009
- ❖ *Diploma In Computer Application from Prayagraj*

System Awareness

- *MS- Word, Excel, power point*
- *C-programming(basic)*
- *Internet Applications*

Working skills

- ❖ *Receive & Issue General & Ms Plate Materials, Steel, and Raw Materials*
- ❖ *Perform the process of issuing material and receiving material*
- ❖ *Bulk Material Receipt.*
- ❖ *Proper unloading the materials at store premises, with exact name & marking.*
- ❖ *Good relation with Supplier*

- ❖ *Follow -up & track Best.*

- ❖ *Co-ordinate with Group team*
- ❖ *Focus to achieved the Target*
- ❖ *Good relation with Supplier*

Contacts

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Address for Communication:

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chauthar
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Via-Gyanpur
Distt-Bhadohi
India, UP 221304*

Date of Birth - 31th JAN 1994

Age - 30 Sex - Male

Nationality - Indian

Languages Known-English, Hindi,

RESUME

PROFESSIONAL EXPERIENCES AND JOB RESPONSIBILITIES HELD:

Company Name:- MEGHA ENGINEERING INFRASTRUCTURE LIMITED (EPPL)

Project: - Megha engineering & infrastructures ltd. In ISP-KALISINDH PHASE-II LIFT MICRO IRRIGATION PROJECT (1255) Shajapur **Madhya Pradesh** with client's NARMADA VALLEY DEVELOPMENT AUTHORITY (NVDA) 1.2 mtr dia to 4.6 mtr dia (M.S. Pipe manufacturing unit) from 16 Aug 2022 to till now. As a **Executive Store**

Cost:- 4600 Cr.

Company Name:- DILIP BUILDCON LIMITED (DBL)

Project:-BUNDELKHAND EXPRESSWAY PKG-06) From Purwa Madan singh (Dist. Auriya) to Kakrahi Near Pakktal (Etawah) Project Distance-45Kms & Project Cost – 1362 Crores In state of **uttar Pradesh**, on E.P.C Basis under UPEIDA Joined As (**Assistant Store**) From -10-May-2021 to 02nd August 2022.

Company Name:- DILIP BUILDCON LIMITED (DBL)

Project:- Bhadbhut Barrage Project (Gujrat) Narmada Water Resources Water Supply And Kalpsar of the Bhadbhut Barrage in **Gujrat** Joined As (**Assistant Store**) From 30-Jan-2019 to 08-May-2021. (2042 crore Project Distance:- 1.7 km

Project Cost- 2042 Crores

Company Name:- ADITYA BIRLA GROUP FASHION & RETAIL

Phoenix Mall Kurla East Mumbai (**Maharashtra**) in Joined As (**Warehouse Associate**) at Careers at Aditya Birla Fashion & Retail From 23-Apr-2017 to 30-Dec-2018

NATURE OF WORK & RESPONSIBILITIES:

- ⇒ Receive & Issue General & Ms Plate Materials, Steel, and Raw Materials
- ⇒ Perform the process of issuing material and receiving material
- ⇒ Bulk Material Receipt.
- ⇒ Proper unloading the materials at store premises, with exact name & marking.
- ⇒ Good relation with Supplier
- ⇒ Follow-up & track Best.
- ⇒ Co-ordinate with Group team
- ⇒ Focus to achieved the Target
- ⇒ Good relation with Supplier
- ⇒ Receiving the Inventory's PO & RA Bills & Issue the material.
- ⇒ Prepare DMR, Indents, Purchase Order,
- ⇒ Maintain the critical item list & generating different types of system reports through SAP & Oracle (ERP Software)
- ⇒ Inventory. Dispatch the material to other site.
- ⇒ Maintaining stock ledger & Bin card Equipment wise (Manual & Computerized)
- ⇒ Proper coding of Raw Materials, Consumable & spare parts materials searching from computerized item master.
- ⇒ Maintaining Record as per ISO Requirement.]
- ⇒ Sending, Receiving of all e-mail of letters and documents to and from H.O & Other projects.
- ⇒ Dealing with clients for receiving the client supplied materials maintaining documentation as
- ⇒ Requirement of client and reconciliation of client materials.
- ⇒ Supplier bill checking, Raising debit & credit notes against party, Raising Indents for critical item,
- ⇒ making monthly liabilities list.

RESUME

Strength:

1-Excellent Written & verbal Communication

2-Leadership Skills 3-Self Confidence4Active Listening Skills

3-Motivation Skills

4-Honesty, ambition a Strong work ethics

5- Intelligence

6- Self-Respect,respect for others

Declaration:

I hereby declare that the details furnished above are true to the best of my knowledge.

Place:

Yours Sincerely,

Date:

Ajay kumar Yadav