

CIRRCULAM VITA

DEEP SALUI

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Address - Vill. Domakonda, PO- Sabrakone, PS- Sabrakone out post,
Dist.-Bankura, Pin- 722149.



OBJECTIVE

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

EXPERIENCES

1. M/S BALAJI CONSTRUCTION
13/11/2014 TO 29/11/2016
2. LARSEN & TOUBRO LIMITED
03/01/2017 TO 30/06/2022
3. K2K INFRASTRUCTURE INDIA PVT LTD.
01/07/2022 TO TILL NOW

PROJECTS

- Asst. Store keeper
 - Balanced accounts by verifying all data to eliminate discrepancies for incoming and outgoing materials.
 - Client – **Tata Steel**
 - Location – Kalinga nagar (Odisha)
- Asst. Store keeper cum Time keeper
 - Completed daily reports of store.
 - Ensures tactical site plans and data were maintained to enhance procedures for emergency response.
 - Implemented strategies to control inventory of materials and arranged for proper maintenance of store items.
 - Client – **Western Electricity supply company of Odisha limited (WESCO)**
 - Location – Rourkela (Odisha)
- Asst. Store keeper
 - Effectively negotiated with vendors and successfully decreased company costs.
 - Verified suppliers adherence to contract specification, quality of material delivered, and schedule of delivery.
 - Maintaining of Inwards along with all store records.
 - Prepare of monthly stock statement.

- Sub-contractor material reconciliation.
- GIN creation and MRN taking.
- Client – **West Bengal State Electricity Supply Company Limited (WBSEDCL)**
- Location - Bankura (West-Bengal)

- Asst. Store keeper
 - Maintaining of Inwards along with all store records.
 - Prepare Monthly stock statement.
 - Sub-contractor material reconciliation.
 - GIN Creation and MRN taking.
 - Client – **Bangalore Electricity Supply Company Limited (BESCOM)**
 - Location – Bangalore (Karnataka)

- Asst. Store keeper
 - Maintaining of Inwards along with all store records.
 - Implemented strategies to control inventory of materials and arranged for proper maintenance of store items.
 - Prepare of monthly stock statement.
 - Completed daily reports of store.
 - Posting Issue Slip in company portal.
 - Client – **PRESTIGE**
 - Location – Bangalore (Karnataka)

SKILLS

- Time management Skills
- Financial records and processing
- Reviewing records
- Excel in areas of expertise
- Report generation and analysis

Education Qualification

- V.B.U University
B.com Graduate
47.25%
2013
- C.B.S.E
Commerce
56%
2010
- C.B.S.E
Matriculation
59.6%
2008

Personal Details

Father's name – Mr. Tapan Salui
 Mother's name – Sandhya Salui
 D.O.B – 28/11/1991
 Marital Status – Unmarried
 Mob- 7903426104

PLACE –

DATE -