

CURRICULAM VITAE



SK MAKARAM HOSSEN

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CAREER OBJECTIVE

Seeking a responsible for challenging position and looking forward to a making significant contribution in a company that offers a genuine progression.

TOTAL EXPERIENCE

▶ **6.8 Year experience in Store and Dispatch.**

Company Name.

- ▶ Worked with Ruskin Titus India Pvt Ltd (Johnson Controls) as a Store executive from 20th April 2022 to 20th February-2024 Dharuhera, Haryana.
- ▶ Worked with Koyo Bearings India Pvt Ltd (JTEKT India Ltd) as Store supervisor form 10th July 2018 to 31th March 2022 Bawal, Haryana .
- ▶ Worked with Tenneco Automotive India Pvt Ltd as Dispatch Supervisor from 1st May 2017 to 30th April 2018 Bawal, Haryana.

CURRENT ORGANIZATIONS

Working with MYK Arment India pvt Ltd as a store excutive in Maharashtra, Palghar, Wada. MYK Arment company India largest construction chemicals manufacturing plant.

- ▶ Designation -**Store Executive.**
- ▶ Department – **Store .**
- ▶

JOB RESPONSIBILITIES(STORE)

- ▶ Preparation daily basis GRN in SAP.
- ▶ Overall Store activities of inventory, purchase requisition, materials received, storage.
- ▶ Proper Identification of all material in store, month wise colour coding.
- ▶ Issue the items on daily basis to concern department Raw Materials, Consumable, electrical, mechanical, Repair & Maintenance.
- ▶ Daily entry issue slips in SAP.
- ▶ Cycle count maintain daily basis with ABC category.
- ▶ Maintain day to day stock report for purchase and issue material.
- ▶ Checking with bill against purchase order through SAP.
- ▶ Conduct a stock checking/inventory periodically: - Physical verification, daily, weekly, monthly, quarterly, annually, or in any time interval in regular and/or irregular basis. Category ABC analysis.
- ▶ Ordering stock in time before purchase run out.
- ▶ Maintain minimum stock in store for all raw material and consumable material.
- ▶ Maintaining method of raw material issued to production in FIFO (fist in first out) basis.
- ▶ Maintain daily basis 5'S' in Wearhouse.
- ▶ Procedure of job work, preparing delivery challan for sending to the party (RGP, NRGp).

- ▶ Procedure of rejection materials and keep it separately with rejection tag.
- ▶ Scrap yard management.
- ▶ Bin card maintain daily basis like - Receiving, Issue and Ballance.
- ▶ Verify the pending PR (purchase requisition) list and follow up with purchase department.
- ▶ Material feed to rack with FIFO basis.
- ▶ Responsible of all material handling equipment are in good condition
- ▶ Proper loading and unloading in warehouse.
- ▶ Daily basis maintain HPT (High performance Team).

JOB RESPONSIBILITIES(DISPATCH)

- ▶ Handling **MARUTI SUZUKI** portal.
- ▶ Handling **HONDA** portal.
- ▶ To coordinate with PPC/quality/production department for material to dispatch.
- ▶ On time dispatch as customer schedule.
- ▶ Dispatch according to plan/schedule to on time delivery through proper communication with party & give dispatch information/clearance to the customer through mail.
- ▶ Handling dispatch plan and dispatch team of daily basis.
- ▶ Create sales order and PGI (Post Goods Issue) through SAP.
- ▶ Create Sales invoices through SAP.
- ▶ Create packing list as per schedule.
- ▶ Packing as per customer &make the ready for dispatch.
- ▶ Arrange the vehicle for dispatch according to customer & volume.
- ▶ Check the availability of FG (finish goods) stock as per customer schedule.
- ▶ Daily basis stock update in **MARUTI** portal.
- ▶ Daily basis stock check in FG material.
- ▶ Preparing E-way bill in single and bulk system.
- ▶ Manpower handling and shift handling.
- ▶ Coordinate all departments.

PAST EXPERIENCE

- ▶ From 20th April 2022 to 20th February 2024 with Ruskin Titus India Pvt Ltd, Dharuhera, Rewari, Haryana.
- ▶ Designation -Store Executive.
- ▶ Department- Store and Dispatch.
- ▶ Company Profile: Ruskin TITUS Pvt Ltd is a USA MNC company. We are manufacturing HVAC equipment, fire suppression, sound alternator, TVD, CONE, NOZZLE etc.
- ▶ From 10th July 2018 to 31th March 2022 with Koyo Bearings India Pvt. Ltd. Bawal, Rewari, Haryana.
- ▶ Designation-Store Supervisor (DET).
- ▶ Department- Supply chain management.
- ▶ Company Profile: Koyo Bearings India Private Limited is one of subsidiary of the JTEKT Corporation. Ours is a Japanese MNC Company and has factory in Bawal Distt. Rewari Haryana. We are manufacturing single ball bearing, taper roller bearing and hub unit.
- ▶ From 1st May 2017 to 30th April 2018 with Tenneco automotive India pvt.ltd, Bawal,, Rewari, Haryana.
- ▶ Designation-Dispatch Supervisor.
- ▶ Department- Supply chain management.
- ▶ Company Profile: Registered in 2014, India Tenneco Automotive India Private Limited has gained immense expertise in supplying & trading of Two-wheeler part, four-wheeler auto parts, shocker etc.

KEY SKILL

- ▶ Store.
- ▶ Dispatch.
- ▶ Logistics.

IT SKILL

- ▶ Knowledge of computer (Excel, MS word, MS power point).
- ▶ SAP.
- ▶ ERP

TRAINING CERTIFICATE

- ▶ Professional first aid training certificate (Red Cross Bhawan).

ACADEMIC CREDENTIALS

Technical Qualification:

- ▶ Successful completed Diploma in Mechanical Engineer. With 77% (2013~2016) from Basantika inst. Of Engg. & Tech. Birbhum, West Bengal.

Academic Profile:

- ▶ 12 th from Rathipur barada banipith,ghatal,west Bengal in science stream having with first division.
- ▶ 10th from Raghunathpur Satsang Vidyapeeth, west Medinipur, west Bengal.

STRENGTH

- ▶ Punctual and hardworking.
- ▶ Sincere and believe in Teamwork.

HOBBIES

- ▶ Playing cricket.
- ▶ Listening to music and watching web series.

PERSONAL INFORMATION

Name:	SK MAKARAM HOSSEN
Father's Name:	SK RAOSON ALI
Date of Birth:	3rd NOV 1994
Sex:	Male.
Nationality:	Indian
Marital Status:	Married.
Permanent address:	At- Bhagirathpur, po-Chowka P/s-Ghatal, West Medinipur, West Bengal, 721232

Declarations-

I hereby declared that all the information given by me is true of my knowledge.

Date:

Place: