

Ashvini N Dhale

At. Somthana, Post- Umbarda Bazar,
Tal- Karanja, District- Washim
Maharashtra.
Birth date - 27 Sep 1992

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OBJECTIVE

A challenging and progressive career with an organization where the combination of my knowledge along with my creative thinking will contribute to the organization's achievements.

ABOUT ME

Expertise in the field of Material Management, Warehouse management, Inventory control Shipping Logistics. I consider myself well suited to work in a highly performance and customer driven environment and I have a Result oriented attitude; achieve through team concept skills/activities. Ability to work with people from all walks of life and cross-culture. I am an ambitious individual willing to accept all challenges and responsibilities in my life as it comes to me.

PROFESSIONAL SKILL SET

- Well versed with ERP Software System.
- Handling ERP 9 System Operation & GST Tally

- An assertive person with outstanding interpersonal, communications, negotiation and people management skills.
- Good communication skill, Willingness to learn.
- Material management Inventory control.
- Excellent follow-up materials in any kind of issue related to material.
- I believe in Ambition, Self-confidence and Idealism.
- Enthusiastic and co-operative team mate.
- Excellent analytical, interpretation and problem solving skills.

EDUCATION

- Diploma in Medical Laboratory Technician (MLT) Vidyabharati College Karanja Vidarbha Amravati Maharashtra in 2011-2012 with 60%.
- Higher Secondary Certificate (HSC) Divisional Board Amravati in 2011 with 60%
- Secondary School Certificate (SSC) Divisional Board Amravati in 2009 with 58%.
- BCA Appeared With Distance Education (ICFAI Jaipur University) With 72%.

ERP SOFTWARE SYSTEM EXPERIENCE

- Handled ERP Software System with different movements & maintaining the records.
- Knowledge of Purchase Requisitions, PO's, Goods Receipts and Invoice Verification in MABS Software System.
- Maintain a daily report in the Warehouse of material cycle count status.

PROFESSIONAL EXPERIENCE

Technosys Equipments Pvt. Ltd. Bhosari Pune

Designation : Store Head

Experience : Jun 2013 To July 2016

Company Profile: Technosys Equipments Pvt. Ltd. is Manufacturer in Material Handling.

Their Products Are – Hand Pallet Truck, Electric Stacker, Mobile Boom Crane, Floor Crane, Battery Operated Electric Stacker, Dock Leveller, Goods Lift, Their Uses for Material Movement to another Place.

❖ **Roles & Responsibilities :**

- ❖ Daily report of warehouse material to all concerned people & maintain daily metrics monitoring file attending daily problem log meetings.
- ❖ Close coordination with Receiving (Incoming Quality Assurance) & purchasing.
- ❖ Responsible for daily material movements. Transfer posting in System by different movement types from one location to another location.
- ❖ Creating SR (Shipping Request) & transferring the material to shipping in system.
- ❖ Responsible for making GRN after material received in our plant.
- ❖ Taking the follow up of RTV (Return to Vendor) RTC (Return to Customer) & shipping pending for invoice material.
- ❖ Responsible for daily issues of material & Inventory.
- ❖ Responsible for PI (Physical Inventory) activity. Monthly Cycle counting close coordination with responsible to match the physical & system stock.
- ❖ Issue the material to production manufacturing after receiving a pull list or requisition form from production.

AHP Hydropneumatics Corporation. Pimpri-Pune

Designation : Store Executive

Experience : Sep 2016 to 2018.

Company Profile: AHP Hydropneumatics Corporation is Manufacturer in Hydraulic Cylinders & Hydraulic Power Pack & Assemble of Hose Pipes & Also Trading in hydraulic Fittings.

❖ **Roles & Responsibilities :**

- ❖ Daily report of warehouse material to all concerned people & maintain daily metrics monitoring file attending daily Issues.
- ❖ Close coordination with Receiving & purchasing.
- ❖ Responsible for daily material movements. Transfer posting in System by different movement types from one location to another location.
- ❖ Creating SR (Shipping Request) & transferring the material to shipping in system.
- ❖ Responsible for making GRN after material received in our plant.
- ❖ Making Sales Invoice In TALLY ERP System.
- ❖ Responsible for daily issues of material & Inventory.
- ❖ Responsible for PI (Physical Inventory) activity. Monthly Cycle counting close coordination with responsible to match the physical & system stock.

PRECITECH INDUSTRIES CHAKAN MAHALUNGE

Designation : Store Executive

Experience : Sep 2020 To Till.

Company Profile: Precitech Industries is Traders of Safety Materials & also Key Safety Lifeline. They Trading in Safety Shoes, Hand Glove, Hand Sleeves, Head Cap, Safety Apron, Hand Sanitizer And Sanitizer Stand Etc.

❖ **Roles & Responsibilities :**

- ❖ Daily report of Inward material to all concerned people & maintain daily Stock Update file & attending daily Issues.
- ❖ Close coordination & Maintain Receiving & purchasing.
- ❖ Responsible for daily material movements. Transfer posting in System by different movement types from one location to another location.
- ❖ Making Sales Invoice In ERP 9 System.
- ❖ Responsible for daily issues of material & Inventory.
- ❖ Responsible for PI (Physical Inventory) activity. Monthly Cycle counting close coordination with responsible to match the physical & system stock.

OTHER QUALIFICATION

1. MS-CIT
2. Tally ERP9 & GST Tally
3. MS-Office

Declaration:

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Date:

Place: Pune.

Yours Faithfully,

Ashvini Dhale