

RESUME

Introduction:

I have more than 8+years' experience in the Field of Gas and Refinery and Metro Sector (Elevated & underground) as a Store Clerk and responsible for all type of activities (Civil, Mech., Elec., & Others) running at Stores and Materials. Also responsible for all type of documentation required at Store.

Core Competencies:

- Materials receipts as per Challan /Tax invoice against Purchase Order.
- Good written and verbal communication skills.

Work Experience Gallery:

Project Name	Position	Job Period		Client
		From	To	
KNPC -4563 Reach-7, Kanpur Metro Project, Kanpur, Uttar Pradesh. Through: M/S – AFCONS INFRASTRUCTURE LIMITED.	Store Asst.	01.07.2022	TILL NOW	Uttar Pradesh Metro Rail corporation (UPMRC) Uttar Pradesh
KNPC -4555 Reach-2, Kanpur Metro Project, Kanpur, Uttar Pradesh. Through: M/S – AFCONS INFRASTRUCTURE LIMITED.	Store Helper	13.01.2020	30.06.2022	Uttar Pradesh Metro Rail corporation (UPMRC) Uttar Pradesh
J3-Project - Jamnagar, Gujarat. Through: M/S – KMS PROJECT AND SERVICES LLP.	Store Asst.	01.08.2017	15.02.2019	Reliance Industries limited
J3-Project - Jamnagar, Gujarat. Through: M/S – LARSEN & TOUBRO LTD. HCP DIVISION.	Store Helper	02.07.2015	31.07.2017	Reliance Industries limited

Work Responsibility:

- ✓ Inspects all incoming materials for wear, damage or defects reports any discrepancies or damage in materials received notifies the proper person if repairs of adjustment / replace are required.
- ✓ Receipt of Raw, Packing & Consumable General Materials, Maintaining Inward/Outward Register, and Issuing of Materials for Execution work.
- ✓ Bulk materials received, issued and monthly basis reconciliation by QA/QC Department with jointly.

Educational Qualification:

- ✓ Intermediate (10+2) Higher Secondary Board of Education West Bengal pass out in 2000.
- ✓ Matric (10th) Secondary Board of Education west Bengal pass out in 1998.

Personal information

- Name : Mr. Chandan Mondal
- Gender : Male
- DOB : 02.01.1983
- Father name : Mr. Amya Krishna Mondal
- Religion : Hindu
- Nationally : Indian
- Languages : Hindi, Bengali
- Marital Status: Married
- Address : VILLAGE:-MADHUSUDANPUR,POST:-SHIBKALINAGAR PS:-KAKDWIP, DIST:- SOUTH 24 PARAGANAS, PIN-743347, WEST BENGAL.
- Communication Address: VILLAGE: MADHUSUDANPUR, POST:-SHIBKALINAGAR PS:-KAKDWIP, DIST:- SOUTH 24 PARAGANAS, PIN-743347, WEST BENGAL.
- Mobile Personal : +916355250845

Declaration-

I hereby declare that all the statements cited above are correct to the best of my knowledge and belief. I also understand that any discrepancy found in the above information will render me liable for cancellation of candidature.

Date – 29.08.2024

Place – Kanpur

Signature

MR. CHANDAN MONDAL