

SUJIT D. GAIKWAD

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CAREER OBJECTIVE:-

I am eager to contribute to the growth of a progressive organization & job profile that is Challenging, having creative environment, by applying my skills and willing to work as person in the organization.

KEY STRENGTH:-

A Competent Professional offering nearly 8+ years of exp. Of handling Store management (SCM), Entailing Inventory, New Store setup, Line Feeding, FG Packaging, logistics etc. Rich Experience in SAP managing and monitoring receipt of all incoming material, receiving inspection, Warehouse, Storage issue, Tax Invoicing, Stock Verification, Stock Control, Disposal of Scrap. Established new Processes and SOPs. Streamline Workflow and developing work Environment.

EXPERIENCE:-

❖ [KALYANI POWERTRAIN LTD, CHAKAN](#)

(A WHOLLY OWNED SUBSIDIARY OF BHARAT FORGE LIMITED).

(SINCE AUG-23)

ASSISTANT MANAGER- STORES & LOGISTICS,

- Rich Experience in SAP managing and monitoring receipt of all incoming material, receiving inspection, Warehouse, Storage issue, Tax Invoicing, Stock Verification, Stock Control, incoming as well process rejection, Disposal of Scrap. Established new Processes and SOPs
- Ensure Day-to-Day dispatches of Sales, FG, rejection material and scrap activities in system as well physical.
- Doing Quarterly inventory in store with minimum variance.
- Working on maximum SAP transactions related to Store management and drive it smoothly.
- Continuously connected with internal team like Buyer, QA, Production, service by providing material shortage list, material quality clearance, and issuance of material for smoothening the operation.
- Provided weekly work schedules to employees to accommodate business demands and vacation requests.
- Oversaw upkeep of equipment and physical condition of warehouse, identifying and ordering needed repairs, renovations, and replacements.
- Spearheaded staff recruitment efforts, interviewing candidates for open positions and selecting top talent to join the team.
- Kept documentation and records accurate and up-to-date with latest data to prevent errors in processing.

- Maintained excellent vendor relationships which facilitated smooth supply chain operations enabling better inventory control.
- Continuous improvement in housekeeping by using 5”S techniques.
- Established new Processes and creation of SOPs for store.

❖ **TATA AUTOCOMP (EV DIVISION), CHAKAN**
STORE EXECUTIVE

(JAN-23 TO AUG-23)

- Ensure Safe Loading & Unloading Activity for Incoming Material & FG Dispatch after QA clearance
- Ensure 100% movement of material at their specified location after QA clearance.
- Provide an un-interrupted flow of materials, supplies & services required to run the production Assembly Line without any loss.
- Plan the shift schedule and proper alignment of manpower.
- Ensure Day-to-Day dispatches of Rejection material and scrap activities in system.
- Daily physical inventory audit of warehouse stock & cycle counting of all parts in store As per target of zero stock variance in warehouse
- Handling all store activities preparation of GRN, Purchase Return, Transfer posting, line feeding.
- Quarterly inventory in store with minimum variance.

❖ **NEXCHARGE- EXIDE LECLENCHE ENERGY PVT LTD, GANDHINAGAR.**
STORE EXECUTIVE

(NOV-20 TO JAN-23)

- Ensure Safe Loading & Unloading Activity for Incoming Material & FG Dispatch after QA clearance
- Ensure 100% movement of material at their specified location after QA clearance.
- Provide an un-interrupted flow of materials, supplies & services required to run the production Assembly Line without any loss.
- Plan the shift schedule and proper alignment of manpower.
- Ensure Day-to-Day dispatches of Rejection material and scrap activities in system.
- Daily physical inventory audit of warehouse stock & cycle counting of all parts in store As per target of zero stock variance in warehouse
- Handling all store activities preparation of GRN, Purchase Return, Transfer posting, line feeding.
- Quarterly inventory in store with minimum variance.

❖ **PIAGGIO VEHICLES PVT LTD, BARAMATI**
STORE SUPERVISOR

(MAY-18 TO OCT-20)

- Ensure Safe Loading & Unloading Activity for Incoming Material & FG Dispatch after QA clearance
- Ensure 100% movement of material at their specified location after QA clearance.
- Provide an un-interrupted flow of materials, supplies & services required to run the production Assembly Line without any loss.
- Daily physical inventory audit of warehouse stock & cycle counting of all parts in store As per target of zero stock variance in warehouse
- Handling all store activities preparation of GRN, Delivery challan, Transfer posting.

• Previous Experience:-

❖ PIAGGIO VEHICLES PVT LTD, BARAMATI

Store supervisor

(MAY-18 TO OCT-20)

❖ TATA CUMMINS PVT LTD, PHALTAN.

TRAINEE- 7 MONTH FTC PERIOD

(OCT-17 TO APR-18)

❖ BHARAT GEARS LTD, MUMBRA, THANE

TRAINEE

(AUG-15 TO SEP-17)

EDUCATION:-

- COMPLETED DIPLOMA IN MECHANICAL ENGINEERING AT VIDYA PRATISHTHANS POLYTECHNIC COLLEGE INDAPUR WITH 55%.
- SSC COMPLETED AT MUDHOJI HIGH SCHOOL PHALTAN WITH 79

SKILLS:-

- SAP
- Inward & Out-ward material movement
- All types of Invoices creation.
- Warehouse management
- Inventory management
- New Store set up
- Manpower handling.
- Documentation skill
- Supervision and leadership

CERTIFICATION & TRAINING UNDERGONE:-

- SAP Training
- Material Management
- Fire & Safety training
- Inventory management

ACHIEVEMENTS:-

1. Got the prize for best performance & best project for store space utilization.
2. Got Employee Of The Month for handling all store activities Individually.

PERSONAL DETAILS:-

DOB: 25/05/1993

SEX: MALE.

MARITAL STATUS: MARRIED

NATIONALITY: INDIAN.

LANGUAGES KNOWN: ENGLISH, HINDI, MARATHI

PERMANENT ADDRESS: A/P:-PHALTAN, SWAMI VIVEKANAND NAGAR,

TAL-PHALTAN DIST.-SATARA MAHARASHTRA: 415523.

DISCLAIMER:-

I HERBY DECLARE THAT ALL THE INFORMATION GIVEN BY ME IS TRUE AND AUTHENTIC TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATE :

PLACE :