

KALANDI CHARAN MOHARANA

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OBJECTIVE

To seek a challenging career that offers growth opportunities through continuous learning, sharing knowledge and successfully deliver solutions to problems.

PROFESSIONAL EXPERIENCE

* Gayatri enterprises (June 2012 – November 2013)

- IDEA telecommunication as a document verifier

* Leeboy India construction equipment (P) Ltd (January 2014 –September 2021)

* Arx Mining and Construction equipment (P) Ltd (October 2021 - April 2023)

* Putzmeister Concretes Machines Pvt Ltd. (May 2023 - Present)

Key responsibility (stores)

- Maintaining stock and stock counting
- In warehouse maintaining (5S) system
- Handling team and day to day management of the ware house in accordance with overall company policy and ensuring that all necessary inventory is available
- Receiving material, making GRN, executing stock transfer, generating monthly delivery report ensuring movement of stock in FIFO basis, quotation & spare parts invoice billing.
- Effectively handling the material issued to the production as per the pick list given by PPC and posting the issued material in SAP through work order
- Responsible for preparing monthly stock report, quarter inventory, ageing report and yearly closing report
SAP work experience (3 years)

Key responsibility (warehouse)

- Handling and taking care of ware house activities
- Receiving inward, checking and staking into proper place
- Keeping the stock in systematic condition to ensure timely dispatches
- Resolving issues related to inwards such as difference and documents and physically received
- Taking care of order / delivery creation-based intent. Picking / packing the material & making necessary invoices and arranging for dispatch the correct material on time to the distributors.

EDUCATION

Course	Institution	Year of passing	Board
10 th standard	Robert high school	2009	Board of secondary education, Odhisa
Higher secondary education	Mandari college	2011	Council of higher secondary education, Odhisa

BCOM	Fakir Mohan University	Not complete	
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SKILL SETS

- Microsoft office, SAP & ERP.

ACHIEVEMENTS

- Recognition for excellent work, Leeboy India
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STRENGTHS

- Good Communication
- Ability to work in team
- Strong self-confidence

PERSONAL INFORMATION

- Hobbies: Cricket, Music & Games
- Father's Name: Ram Chandra mohanara
- Father's Occupation: Carpentering
- Nationality: Indian

DECLARATION

I hereby accept that all the information furnished above is true to my knowledge.

Sign:

Date:

Place: