

SHREENIVAS SURYAKANT KAMUN

WAREHOUSE ASSOCIATE

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OBJECTIVE

- APPLYING MY SKILLS TO THE FIELD OF WAREHOUSE MANAGEMENT AND ACCEPTING CHALLENGING TASKS TO THE BETTERMENT OF MY CAREER.
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SUMMARY

- WORKING AS **INVENTORY/IT EXECUTIVE AT FORTUNE FOAMS PVT LTD.** FROM OCT 2023
 - MANAGED INVENTORY OF VARIOUS TYPES RAW MATERIALS AND FINISHED GOODS
 - PREPARE INDENTS OF RAW MATERIAL AND FORWARD TO THE VENDORS.
 - FOLLOW UP WITH VENDORS TILL MATERIAL GET DELIVERED
 - CHECKING OF PROPER ENTRY OF ALL DOCUMENTATION IN ERP WITH USERS.
 - ERP MANAGMENT
- WORKED AS **WAREHOUSE AND IT EXECUTIVE At WHITEBIRDS IMPORTS AND EXPORTS PVT LTD.** (farmersonline.co) FROM APRIL 2022 TO SEPT 2023
 - MANAGED SUPPLY CHAIN FOR A FMCG (GROCERIES) SUPER MARKET STRUCTURE.
 - MANAGED ECOMMERCE SITE farmersonline.co WITH REGARDS TO PRICING AND CATEGORIES.
 - MANAGED PRANA WEB APPLICATION CUM BILLING SOFTWARE.
 - FOUND VARIOUS BUGS IN PRANA APPLICATION AND SUGGESTED COMPANY FOR A SOFTWARE CHANGE.
 - RESEARCHED ON VARIOUS ERP SOFTWARE'S AND IMPLEMENTED VASY ERP AT WBIE PVT LTD.
- WORKED AS A **WAREHOUSE ASSOCIATE At INTERCRAFT TRADING PVT LTD** FROM AUG 2005 TO MARCH 2022
 - HANDLED SUPPLY CHAIN MANAGEMENT OF HIGHLY SCALED PERFUMES AND COSMETICS LIKE CLARINS, SHISEIDO, GUCCI, FERRARI, CHAMBOR, MAX FACTOR, SISLEY, YVES

- HANDLED STOCK INVENTORY AND BILLING SYSTEM.
- PREPARING DOCUMENTATION FOR A BRANCH TRANSFER INVOICES.
- HANDLED PHYSICAL STOCK CHECKING AND RECONCILIATION.

OPERATIONAL SKILLS

- CUSTOMER SERVICE, DATA ENTRY, INVOICE FILLING, FAX, INVENTORY MANAGEMENT, LOGISTICS MANAGEMENT.
- OPERATIONS MANAGEMENT, QUALITY CONTROL, MAINTAINING FIFO, STOCK DAMAGE CONTROL, STOCK RECONCILIATION ON TIMELY INTERVAL.
- MANAGING WAREHOUSE PERSONNEL, INCLUDING INVOLVEMENT IN RECRUITMENT, SUPERVISION, SCHEDULING WORK, DEVELOPMENT, TRAINING AND COACHING AND PERFORMANCE EVALUATION.
- ENSURING THAT ALL WAREHOUSE EQUIPMENT AND MACHINERY IS MAINTAINED IN SAFE AND WORKING CONDITION.
- RESPONSIBLE FOR WAREHOUSE INVENTORY CONTROL WHILE WORKING WITH OPERATIONS MANAGER TO PROVIDE NECESSARY ASSISTANCE AND STAY AHEAD OF FIELD OPERATION ACTIVITIES IMPACTING THE WAREHOUSE.
- DETERMINING APPROPRIATE WORK PROCEDURES PREPARES WORK SCHEDULES AND EXPEDITE WORKFLOW.
- RESPONSIBLE FOR AND ACCURATE ACCOUNT OF INVENTORY AND RECONCILIATION OF STOCKS ON FREQUENT TIMELY INTERVALS LIKE QUARTERLY/ SEMI AND FINANCIAL YEAR.
- HIGHLY MOTIVATED WITH A SOLID WORK ETHIC, MAINTAINS EXCELLENT TIME MANAGEMENT AND A GREAT MULTITASKER. QUICK LEARNER, ORGANIZED AND PROFESSIONAL. DEDICATED TO GROWING WITH A COMPANY. MECHANICALLY INCLINED QUICK LEARNER LOGICAL THINKER. STRONG WRITTEN AND VERBAL COMMUNICATION SKILLS.

SOFTWARE SKILLS

- MICROSOFT DYNAMICS NAVISION, MS OFFICE, MICROSOFT DYNAMIC AXAPTA, PRANA WEB APPLICATION, VASY ERP, CHANAKYA ERP AND VARIOUS COMPANY DEVELOPED INVENTORY AND BILLING SOFTWARE'S.

ADDITIONAL SKILLS

- HAVE A KNOWLEDGE OF COMPUTER HARDWARE AND NETWORKING , AWS CLOUD TECHNOLOGY, ERP IMPLEMENTATION

EDUCATIONAL QUALIFICATIONS

- (B COM) YCMOU

PERSONAL INFORMATION

FATHER'S NAME : K. SURYAKANT.

DATE OF BIRTH : 10TH AUGUST 1977.

MARITAL STATUS : MARRIED

LANGUAGES KNOWN : MARATHI, HINDI, ENGLISH, & TELUGU.

TYPING SKILLS : ENGLISH 30 WPM.

ADDRESS : A1-714 , JANAPRIYA SITARA, KAPRA, OPP SILVER CRESS VILLA'S, ECIL, HYDERABAD - 500094

PERMANENT ADDRESS : BLOCK 7, RAJESH KOTE NAGER, NEAR GANDHI NAGER, SOLAPUR - 413006

PLACE:

DATE:

(K.SHREENIVAS)