



## KUWAR AKASH KAILASBHAI

### CONTACT

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LOCATION :- BARDOLI ( GUJARAT)

### CAREER OBJECTIVE

**B.A** With 01 Year Diploma In Computer Application & Total 5 Year in Warehousing & Supply Chain Management Experience & SAP Working Knowledge. Currently Working At (**Weavetech Engineers LTD**) From Feb-2022 To, looking Out for long term association in an organization & material moving of repute giving better prospects for growth & all material received and purchase department Requisition material in project in site.Having Excellent Communication Skill and Relationship Management Skills.  
Objective:-To obtain a position in a success-oriented company that seeks and ambitious and career conscious person.

### EXPERIENCE :- ( TOTAL-5 YEAR)

**JUN — 2020 TO FEB — 2022**

#### EXECUTIVE (ENVISION SCIENTIFIC PVT. LTD)

- ❖ RESPONSIBLE FOR RIGHT MATERIAL AT RIGHT TIME FOR SMOOTH RUNNING OF PURCHASE , RAW MATERIAL STORE & SUPPLY CHAIN MANAGEMENT.
- ❖ RESPONSIBLE FOR RAW MATERIAL PURCHASE & RAW MATERIAL PLANNING AS PER THE REQUIREMENT.
- ❖ RESPONSIBLE FOR PRODUCTION PLANNING AS PER THE MARKET REQUIREMENT.
- ❖ PREPARED AND REVIEWED THE DOCUMENTS LIKE STANDARD OPERATING PROCEDURE , QUALITY FORMATS AND SUPPORTING ACTIVITIES TO QA DEPARTMENT.
- ❖ PREPARING PURCHASE REQUISITION FOR MAINTAINING MINIMUM STOCK AND RECEIVE THE FILLED PURCHASE REQUISITION FORM DIFFERENT EMPLOYEES WHO EVER IN REQUIREMENT OF SOME CONSUMABLES/ITEMS.
- ❖ INSPECTED THE QUALITY OF RAW MATERIAL.

**FEB-2022 TO TILL NOW**

#### INWARD AND STORE HEAD.(WEAVETECH ENGINEERS LTD.)

- ❖ Receiving material from vendor MAKING DAILY MIS ,MIS PREPARATION.
- ❖ Preparation of QC draft for material to be checked, documentation in form of ITR for goods to be transferred between various location of plant.
- ❖ Issue raw material, general and packing goods to production dept. According to work order. Material is measured before dispatching from store.
- ❖ Receipt of goods from inward dept. And there after measuring its quality with accordance To challan received. There after stock the same according to material specification.
- ❖ Maintenance of record on system and on bin card, for every inward/outward transaction from Store, in order to maintain details live.
- ❖ Stock evaluation on half yearly basis.
- ❖ Receive CTS returned material along with return ITR. Hand over the material to QC department along with ITR.
- ❖ Send the rejected / rework material to supplier.

### SKILLS,

- ❖ GOOD KNOWLEDGE OF COMPUTER SYSTEM.
- ❖ GOOD KNOWLEDGE OF SAP.
- ❖ MS OFFICE AND MS EXCEL.

### EDUCATION

SEPTEMBER-2021

**B.A.**

Y.C.M.O.U.NASHIK

**Completed Coursework towards D.C.A. in Computer.**

Sincerely,  
Kuwar Akash K