

**RAVINDRA KUMAR**  
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**Location Preference: Delhi/NCR**

Seeking a challenging and significant growth oriented career in a professional atmosphere with high standards of work culture, calling for a focused approach, apart from the constant quest to contribute towards the growth of the organization.

## **SYNOPSIS**

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- Warehousing and Logistics Professional with over 6 years of strong experience and skills in Supply Chain Management Dealer Management, Logistics and as a line supervisor.
  - Good interpersonal skills with strong organisation and leadership abilities.
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## **EMPLOYMENT HISTORY**

❖ **P.N. WRITER & COMPANY PVT LTD, GURGAON (H.R)**

**Since: APR`18-TILL DATE**

**Designation: WAREHOUSE-Executive**

### **Responsibilities**

- Reconciliation of physical stocks Vs. system stock
- Responsible for Stock availability report, Stock audit report, Vehicle movement report, Keeping tracks and records of the goods in Transit.
- Supervise the receiving operations and ensure that the right quality and quantity of items are received, as per the purchase order.
- Monitor the storage, sanitation and cleanliness standards and in goods receiving area and storeroom.
- Verification of Supply bills, delivery documents etc. with PO.
- Responsible for adopting and implementation of various work improvement techniques such as FIFO, 5"S analysis in warehouse to make the environment safe and easier.

❖ **SAMSUNG ELECTRONICS INDIA, GREATER NOIDA**

**Since: AUG`19-TILL DATE**

**Designation: WAREHOUSE-Executive**

Client: HANSOL LOGISTIC PVT LTD.(I8pqums solution pvt)

- Keeping record Inward and Outward of the Material.
- Issue of Goods materials to pan India.
- Pick list generation & align supervisors as per route & urgent deliveries
- Tax Invoice generation, Knowledge of E-way bill generation & Online Way bill creation.
- 100 % Dispatch and handover to Transporter on Same day received Order
- Handling transportation, stock control, warehousing, and ensuring the flow of goods
- Daily update MIS in dispatch of goods
- Maintaining & coordination with transporters for Transportation arrangement.
- Shipment tracking and updating the customer on timely basis.

# ❖ **Honda Motors India Pvt. Ltd, Greater Noida**

***Designation: Warehouse Executive (Material Service Department) Warehouse Executive •***

***Client: Nippon Konpo India Pvt Ltd.***

***AUG-2022 - current date***

Responsibilities: Outbound

- Making picking according to dealer order requirement of material and pack and ship confirm by WMS Oracle System.
- 100 % Dispatch and handover to Transporter on Same day received Order.
- Receive products from vendor deliveries and unload trucks at the loading docks
- Compare packing lists to company purchase orders and ensure that the products in each delivery match the packing list.
- Handling transportation, stock control, warehousing, and ensuring the flow of goods.
- Manage vehicle CFT Sheet and update as per parts
- Ensuring the Implementation of SOP's (Standard Operating Procedures) in the warehouse.
- Daily update MIS in dispatch of goods.
- Maintaining & coordination with transporters for Transportation arrangement
- E-way bill generation via PWC Portal.

## **ACADEMIC QUALIFICATION**

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- B.Sc. from Darshan Singh Smriti Mahavidyalaya, Kanpur UP
- Diploma in Computer Application from Kanpur.

## **PROFESSIONAL QUALIFICATION**

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- Knowledge of **WMS/ERP Software (ORACLE, TELNET, SAP, SCALE, SUN VISION, WRITER APP, RELO SMART, N-ERP)**
- Good working knowledge of MS Office, Microsoft Outlook 2010,internet ,etc

## **PERSONAL DETAILS**

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Father's Name	:	Sh. Hariram Kushwaha
Date of Birth	:	20 <sup>th</sup> May 1993
Marital Status	:	married
Languages Known	:	English, Hindi.
Present Address	:	H.no-45 Surajpur, Greater Noida
Permanent Address-	:	Vill-Tidwah, Post-Lahrapur, Distt.-Auraiya (UP) Pin-206246

**Place:** Grater Noida

**Date:** -

**Ravindra Kumar**