

## SATISH CHAVAN

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Mobile: +918861505602

Domain : SAP (MM)

### CAREER OBEJECTIVE

In quest of building a career with leading organizations in Technical Department, to prove my potential and Technical ability. Committed to work as a key team player in challenging & creative environment.

### Academic Details

- Graduated with BE in Electrical and Electronics engineering from VTU Belgaum.
- Completed Diploma in EEE from hkdet Polytechnic College Humnabad.
- Completed SSLC from Morarji Desai Model Residential School Basavakalyan.

### Experience :

- Currently Working as **Procurement and Sourcing Billing Desk Executive** at **Reliance consumer Private Limited** Yalahanka Banglore (Parent Company 3 Point Human Resource Pvt. Ltd.) From 12<sup>th</sup> April 2023 To Till Date.
- Worked As **Billing Desk Executive** At Sripeksha Consultancy Engineering Services Bangalore. From 18<sup>th</sup> Feb 2022 To 12<sup>th</sup> April 2023. (13 months 12 Days).

### Roles & Responsibilities.

- Knowledge in SAP MM
- Knowledge in P2P Process. (SAP)
- Have knowledge in Vendor Code Creation.
- Have knowledge in Standard and Service PO creation, GRN & Invoice.
- Follow up the whole process.
- Daily report submission.

### Extra Curriculum Activities

- Have excellent Working with **Advance Excel**.
- Have Excellent Working With **MS Office Package**.
- Have excellent typing.
- Have knowledge in SQL.

### Personal Details:

DATE OF BIRTH : 11<sup>th</sup> Aug 1995  
MARTIAL STATUS : SINGLE  
NATIONALITY : INDIAN  
LANGUAGES KNOWN : KANNADA, HINDI, ENGLISH, MARATHI.

### DECLARATION:

- I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particular

Date:

Place:

SATISH CHAVAN