

Sunil Parekh

Ahmedabad, Gujarat

India



sunilparekh1976@gmail.com



+91-7874661209



Carrier Objective

Looking for a Position as a Production Supervisor/Store Executive/Purchase Executive in Organization, which appreciates my potential and gives me a chance to show my talent, where by the organization benefits from my Knowledge and Skills.



Work experience

(A)

Company Name	Aditya Dye Chem
Worked Period	2010 to Till Date
Designation	Sales & Purchase Executive & Back Office Executive

Responsibilities:

- Customer Handling & satisfy them
- Co-ordination with all customers & Achieve Targets
- Material Purchase & Making Purchase Orders
- Daily Reporting to MD
- Follow up for payment & Payment collection
- Daily Bank Routine & Office Routine work.
- Daily visit of warehouse and Records all dispatch details.

(B)

Company Name	Next India Ltd.
Worked Period	2007 to 2010 - 4 Years
Designation	Sales Executive

Responsibilities:

- Attending Customer & satisfy them
- Co-ordination with all concerned Branches & Achieve Targets
- Stock Maintain & Record
- Daily Reporting to Registered Office
- Customer complain solve.

(C)

Company Name	Veer Plastics Pvt. Ltd.
Worked Period	2003 to 2007 – 5 Years
Designation	Shift Production Supervisor

Responsibilities:

- To plan the material and machinery against the customer order and achieve production manufacturing target as per planning schedules and maintain the product quality as per standard.
- Co-ordination with all concerned departments related to production activity and ensures the dispatch targets.
- Day to day machine shop activity.
- Monitoring and analysis production data and OEE (overall Equipment Efficiency)
- Continuous monitoring on availability of raw material, machinery & tooling and manpower.
- Manpower planning and training.
- Knowledge of using all the industrial instruments.
- Achieve production target, with improving efficiency.
- Monitoring & analysis of daily production status.



Personal details

- **Address** : Takshashila Appartment,
Block No.4B, House No.806,
Nr. Sahajanand Bunglows,
Thaltej, Ahmedabad
- **Date of Birth** : 27th March 1976
- **Education** : B.COM
- **Religion** : Hindu
- **Marital Status** : Married
- **Passport No.** : A-0762378
- **Present Salary** : 20000/-
- **Expected Salary** : 25000/-



Languages

- Hindi
- Gujarati
- English



Skills

- Positive Attitude
- Leadership
- Team Work



Personal Interests

- Dancing
- Listening Music

I hereby clarify that above information provided above is true to best of my knowledge and belief. For any information or detail, please contact.

- Sunil Parekh