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| **CURRICULUM VITAE** | |
| **MR. TUSHAR S WAGHMARE**  E-mail: Tussne80\_@gmail.com  Mobile: 91 9924545669/08264267380 | A/16, Shiva shish Apartment,  Opp. Nilkanth Mahadev,  Vallabhpark, D' Cabin, Sabarmati, Ahmedabad, Pin: 380019,  Ph-079- 27503406 |

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| **Objective** | To join an organization to explore my knowledge & skills and allot me responsibilities and opportunities to achieve pinnacle in the organization. |
| **Academic Details** | * Bachelor of Commerce. [Gujarat University 2001] * M. Com. Part- I [Gujarat University 2004]   **OTHER QUALIFICATIONS:-**   * D.C.A. (Dip. In Computer Application)[INDO-GERMAN (Genes Computer Center) 1996 Grade A] * VIVDIA- MS Office [APTECH 2000 Grade A] * C.I.C. [IGNOU 2002 Grade B] * Tally 6.3 [APEX Insti. 2005 Grade A] |
| **Area of**  **Interests** | Export & Import, Marketing , PPC,  I |
| **Professional**  **Experience** | **Total Professional Experience of 11 year.**  **Presently working SOMA TEXTILES & INDUSTRIES LTD.**  Manufacturer of Denim Fabrics Garments.  Position of Sr. Officer (MKTG) May 2015.  **Key Responsibilities**   * Monthly planning the marketing targets as per received order. * Over all responsible for coordination with production & QA, warehouse team regarding customer order Fulfillment, from receipt of the Customer order to delivery to customer. * Preparation sales orders. * Shipment planning and coordination with production for timely delivery to customer. * Coordinating with the CHA and other agents of the company. * As per agent requirement submit various samples for various buyers and follow up for new order. * Making daily reports and sending them to the senior’s officer (GM). * Updating all records and documents (Hard copy as well as Soft copy), maintaining stocks Data, Data Entry, Updating accounts, * Getting order through buying house and agent. * Follow up for payment with the agent. * Preparation of pre-shipment document for customs clearance and submit Excise office. * Follow up with clearing agent & forwarder and release of BL/FCR & S.B. * Arranging transport for shipment. * Exports orders and LIC study for LC requirements. * Preparation of post shipment documents and their submission to various banks. * Arranging certificate Textile Committee, Insurance Company and Chamber of Commercial related activity. * Freight negotiations with shipping & transport companies. * Responsible for all activities relating to cost effective logistics. |
|  | **November 2011 to May 2015 with Working Jindal Worldwide Ltd.**  Manufacturer of Made ups Articles.  Position of export documentation executive.  **Key Responsibilities**   * Over all responsible for coordination with production & QA, warehouse team regarding customer order Fulfillment, from receipt of the Customer order to delivery to customer. * Managing completion export orders. * Shipment planning and coordination with production for timely delivery to customer. * Preparation of pre-shipment document for customs clearance and submit Excise office. * Follow up with clearing agent & forwarder and release of BL/FCR & S.B. * Arranging transport for shipment. * Exports orders and LC study for LC requirements. * Preparation of post shipment documents and their submission to various banks. * Arranging certificate Textile Committee, Insurance Company and Chamber of Commercial related activity. * Undertaking fright negotiations with shipping companies & transport. * Responsible for all activities relating to cost effective logistics. * Follow up with the bank Payment related. * Follow up with the agencies & agents released the DBK amount.   **June 2011 to November 2011 with Divine Tubes Pvt. Ltd.**  Manufacturer of stainless steel & brass tubes & pipes.  Pervious working as Export Executive officer  **Key Responsibilities**  Export Co-ordination & Prepaid the tender document , vender registration   * Over all responsible for coordination with marketing team regarding customer * Order fulfillment, form receipt of the Customer order to delivery to customer. * Shipment planning and coordination with production for timely delivery to customer. * Undertaking fright negotiations with shipping companies. * Preparation of pre and post shipment documents and their submission to various banks. * Arranging certificate Textile Committee (GSP/CO), Insurance Company and Chamber of Commercial related activity.   **April 2007 To June 2011 with Arvind Ltd since then.**  Pervious working as Export Commercial officer- Export Division.  **Key Responsibilities:**  **Pre shipment work**   * Arranging transport for shipment * Follow up with excise & warehouse. * Prepare shipment documents for customs clearance. * Follow up with clearing agent & forwarder (CHA).   **Post shipment work**  Independently Handling Export Commercial Documents starting from Per-shipment Level to Documentation Negotiation.   * Exports orders and LC study for LC requirements. * Direct Communication with overseas buyer for related shipping documents & Our Banks, Textile Committee, Insurance Company and Chamber of Commercial related activity. * Shipment intimation to customer. * Prepare negotiation documentation. * Follow up with forwards and release of BL/FCR & S.B.   Handling manual system of entire commercial documentation.  August 2005 to April 2007.  Started career in zydus cedilla ltd. in PRODUCTION PLANNING AND MATERIAL CONTROL (PPMC) department  **Key Responsibilities:**   * Planning the marketing targets on six-month basis with monthly break up (target refers to Sales and samples). * Maintains BMR records, which has been converted into Bills of Material in vision using & generate MIS report for production planning. * Forwarding requisition to QA dept. for issuance of batch manufacturing record and batch packaging record. * Checking and stamping the batch no. allocated by the QA dept. * Follow up with the F&D dept. regarding batch records for new revise BMR products. * Issuing production order on receipt of requisition from production department after approval from Manager. * Follow up with production personnel for the status of batches in production.   **MATERIAL**   * Production which includes the following details shall be fed into the computer (vision) program, which will convert production plan into a material procurement plan giving Details for material item, month wise with quantity. * Providing details for material item wise, month wise with quantity through Computer (vision) programming. * Generating monthly report and stock. * The indent is prepared and approved by the manger, indent is generated the copy and Send to the following department. * Taking daily record in the floor shop to observe the actual material movement * Follow up with purchase department & purchase indents preparation. * Daily register maintenance. |
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| **Accomplishments in professional career** | * On time action on each of the assigned Jobs * Customer evaluation in terms of quality, delivery & service. * Project for cost control initiative in logistic freight proposing once in a week sailing concept. |
| **Core Qualities & Achievements** | * High adaptability to new environments and people. * A strong grasping power and quick learning ability, good language command and communication skill and energetic * A Co-operative team player with creative and resourceful talents along with excellent statistical skills. |
| **Software** | Entire Company working under SAP, Oraps & New ERP environment. |
| **Personal Details** | Date of Birth : 2nd July 1980  Phone : 079-27503406  Marital Status : Married  Nationality : Indian  Languages : 1. Mother tongue : Marathi  Known 2. Other languages : Hindi, English, Gujarati |