

## STORE FIELD OFFICER

**MANISH JANGIR**

manishjangir386@gmail.com

9828734821

## CAREER OBJECTIVE

Looking for a challenging role so that I can use my skills and capabilities through sincere dedication and hard work for successful career.

## SKILLS

### IT SKILL

- SAP MM
- All OS Software, MS Office – Word ,Excel,Outlook
- E-mail

## EXPERIENCE

Feb-2019 - Dec-2021

STORE FIELD OFFICER

### SIEMENS GAMESA RENEWABLE ENERGY LTD.

- To create the GRN in SAP system, Against PO.
- Goods issue in SAP system, as per issue slip.
- Prepare MIS report ( Receipt & issue )on daily basis and share to management.
- Generating all required reports regarding dispatch of products using MS-Excel.
- Stock confirmation for each inventory documents.
- Proper Loading & Unloading at site.
- Material unloading as per PO, Invoice, and packing list.
- Maintenance of FIFO and LIFO system, Tracking of expired stock.
- Physical verification done in monthly basis, and approx. 50 item physical check with SAP on daily basis.
- Responsible for physical control (Issues and receipt as well as inventory) of the stores, with SAP.
- Proper document check with material receipt like Invoice, LR , E-Way bill and Etc.

Mar-2022 - Till Today

STORE OFFICER

### NEEL METAL PRODUCT LTD. (JBM GROUP)

- REJECTION STORE
- RM STORE
- DISPATCH IN RAW MATERIAL TO VENDOR
- DISPATCH IN REJECTION TO VENDOR
- CREATE IN INVOICE & EWAY BILL.
- Prepare MIS report ( Receipt & issue )on daily basis and share to management.
- Generating all required reports regarding dispatch of products using MS-Excel.
- Stock confirmation for each inventory documents.

## PROJECTS

**Project Name: G114 TOWER INSTALLATION**

**Role:** STORE FIELD OFFICER

**Team Size:** 10

**Project Duration:** 2 Year

**Project Detail**

● 425 MW DAYAPAR ● 150 MW BHUVAD SIEMENS GAMESA RENEWABLE ENERGY LTD. GUJARAT

## EDUCATION

Degree/Course	University/Board	Percentage/CGPA	Year of Passing
SECONDARY	RBSE AJMER	49 %	2013
SR. SECONDARY	RBSE AJMER	52 %	2015
RKCL	VMOU	70 %	2015
B.A.	MDSU AJMER	46 %	2018
ITI (ELECTRICAL)	NCVT JODHPUR	73 %	2018
B.Ed.	PDSU SIKAR	70 %	2020

HOBBIES

TEACHING  
LEARNING  
SPORTS

PERSONAL DETAILS

AddressVPO-ADAKSAR  
KUCHAMAN CITY, RAJASTHAN, 341519

Date of Birth06/01/1999

GenderMale

NationalityINDIAN

Marital StatusSingle

Languages KnownHINDI, ENGLISH

DECLARATION

I hereby declare that all the above information is true to best of my knowledge

MANISH JANGIR