

Career objectives: -

To seek a challenging career in '**Stores, MP&L**' in a reputed professionally managed organization by utilizing my skills, knowledge and work experience to achieve organization goal.

Summary

B.com with 11 years of experience in the areas of 'stores & MP&L' which include 10 years in Sharda Motor industries Ltd, Rucha Engineers Pvt Ltd, Adela Electronics Pvt Ltd. & Krish Toys as **Assistant Manager**.

Education & Certifications

Educational Qualification:

- B.com- (2000) South Gujarat University.

Work Experience (Reverse chronological order)

01) Sharda Motor Industries Ltd Nasik & Sanand.

Designation **Assistant Manger**
Duration Nov- 2010 to April-2020

02) Rucha Engineers Pvt, Ltd Sanand

Designation **Assistant Manager**
Duration June-2020 to Dec-2020

03) Adela Electronics Pvt Ltd Sonipat, Hariyana

Designation **Assistant Manager**
Duration Jan-2021 to Dec-2021

04) Krish Toys Sanand

Designation **Assistant Manager**
Duration Dec-2021 to Till Date

Sharda Motor Industries Ltd (SMIL), Rucha Engineers Pvt Ltd & Adela Electronics Pvt Ltd is a diversified, multi product company with expertise in the manufacturing and supply of components / sub assembly to the

automotive M&M, Fiat & TML while good manufacturers. It is an ISO 9002, QS 9000, TS 16949, ISO 14001 and OSHAS 18001 certified Tier? OEM (Original Equipment Manufacturer).

Responsibilities:-

- Control WIP-maintain only 2 hours inventory at production line.
- Preparation of variance analysis report plan v/s actual for MIS.
- Daily Report Plan v/s Actual, purchase report schedule with adherence in percentage supplier wise.
- Maintain ITR (BOP parts/Job work parts/Customer supplied parts)
- planning and Supply of DOL materials on line with production planning for all the relative departments on monthly, weekly, daily and hourly basis as JIT system.
- Planning of vendor aid material (Job work parts) and direct material with optimum inventory levels in environment of uncertainty of requirements.
- Demand/schedule planning.
- Inventory Management - Analyzing material requirements and stocks availability based on monthly/quarterly rollout plan.
- Implementation of Material and Logistics cost savings proposals.
- Coordinating with Buyer Support dept. for schedule planning and dispatch plan.
- Prepare overall logistics layout/ planning
- Plan and Maintain inventory for FG- BOP parts min & max level at our end and customer end.
- To plan inbound/outbound packaging sign-off for all parts including Trolleys & Pallets etc.
- Plan all Material handling equipment
- Plan Inventory Management Customer supplied parts.
- Delivery performance 100%
- Co-ordination with Transporters /logistics- freight cost reduction.
- Documentation invoicing/rejection/challan/574F.
- Material reconciliation and inventory management.
- Material stacking as per storage plan & item wise identification.
- Disposal of all types of rejection and rework material
- Ensure Receiving & Issuance process is online for all Direct & Indirect Material
- Ensure online PCN/GR posting in system and timely resolutions of concerns if any Timely submissions of all the documents to accounts / excise Dept.
- Issuance of material to shop as per requirement with online posting in system.

- Maintain Inventory Accuracy with Daily shortage monitoring, scheduling of indirect material and ensure material availability as per Min Max level
- Inventory analysis, none / slow moving material reporting & disposals.
- Ensure optimized Logistics for inward as well as outward movements, in coordination with Customer/ buyer.
- Maintaining 5S / FIFO in stores.
- Daily MIS publication of all the stores activities.
- Coordinate all the activities related to scrap disposal in the plant.
- Ensure all the statutory & legal compliance with timely submission of relevant documents
- Coordinate annual inventory & post inventory process.

Skill and Knowledge

- **ECN management** – New product/ changes in current parts, add/delete list physical confirmation.
- **New product Launch** – managing Packaging/Logistics approval for new parts.
- **Maintain inventory** - hourly basis as JIT.
- **ERP** Navision & SAP
- **Knowledge about Audit** - ISO-TS, IATF

Personal Details

Name	Jignesh Ajaykumar shah	Domicile	Gujarat, India
Mobile	+91 8888876849 (India)	Current Residence	Sanand, Gujarat (India)
email	krinaljignesh@gmail.com	Date of Birth	11 ^h Oct 1978
Nationality	Indian	Notice Period	1 Month

Declaration

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

Jignesh A Shah