**CURRICULUM VITAE**

**Contact Address:**

D/103, Shukan Residency

Nr. Vandematram City,

Gota,

Ahmedabad-382481

**Contact Number:**

(M) 9328148147

**Email-Id:**

darshan\_hp@yahoo.co.in

**DarshanPrajapati**

**CAREER OBJECTIVE:**

To learn the art of management and build competencies to be successful in the Corporate World through hands-on approach and also to contribute the best of my knowledge & skills for the overall development of the organization I work for.

**WORK EXPERIENCE:**

1. Recently I am working in **Katira Construction Ltd.** as a Purchase Manager from 28.08.2017 To till

Net Take Home :- 650000/- Per Year

**responsibility areas:**

Independent work in Purchase Department like following work.

* Independently Procurement of Construction Raw material for tender of PIU,R&B,Police Housing,CPWD,HSCC,SMC,IMC,PMAY, Project in Gujarat & Out Side of Gujarat.

1. Worked in **TirupatiSarjan Ltd**. as a Purchase Manager from 10.01.2012 To 19.08.2017

**responsibility areas:**

Independent work in Purchase Department like following work.

* Independently Procurement of Construction Raw material for tender of PIU,R&B,Police Housing,CPWD,HSCC Project in Gujarat & Out Side of Gujarat.

1. Worked as a Purchase Executive with **Venus Group of Companies** for two year:Dec.2009 To Dec.2011

**Responsibility areas:**

* Making rate comparative.
* Making Purchase orders.
* Vendor Development.
* Checking the bills.
* Coordinating with site incharge.
* Making of Indent Tracking report.
* Rate negotiation with vendors

1. **Saumya Construction Pvt. Ltd.:**

Worked as a Purchase Assistant with **Saumya Construction Pvt. Ltd** for one year.Oct.2005 To Oct.2009

**Responsibilities areas:**

1) Comparing Quotations

2) Making relation with new vendors.

3) Making Purchase Order

1. **Ahura Restaurant Pvt. Ltd. (A unit of Mirch Masala & Tomato’s restaurant):**

Worked as a Purchase & Account Assistant with **Ahura Restaurant Pvt. Ltd** for two year.May 2003 To Sep.2005

**Responsibilities areas:**

1) Comparing Quotations

2) Maintaining relation with supplier.

3) Supporting accounts department with data entry,

4) Also take care of Sale, Payment, Cash etc…

5) Also worked as a store keeper.

6) Order Place

7) Vendor Development.

**EDUCATIONAL QUALIFICATIONS:**

**Academic:**

|  |  |  |  |
| --- | --- | --- | --- |
| **DEGREE** | **YEAR OF PASSING** | **Institute/University** | **%AGE/DIVISION** |
| SSC | 1997 | G.S.E.B | 58% |
| HSC | 1999 | G.H.S.E.B | 63% |
| B.Com | 2002 | Gujarat University | 52% |

**ADDITIONAL INFORMATION:**

* Basic course for internet information, lean MS Office & Tally.

**EXTRACURRICULAR ACHIEVEMENTS:**

* Participated in inter college cricket tournament (University level) .

**HOBBIES AND INTEREST:**

* Listening to Music & Playing Cricket.

**LINGUIST PROFICIENCY:**

|  |  |  |  |
| --- | --- | --- | --- |
| **LANGUAGE** | **READ** | **WRITE** | **SPEAK** |
| ENGLISH | YES | YES | NA |
| HINDI | YES | YES | YES |
| GUJARATI | YES | YES | YES |

Present Salary :- 44500 By Chq. Per Month Net Take Home + One Salary Diwali Bonus. + Mobile and conveyance.

Expected Salary :- At the Time of Interview.

**PERSONAL DETAILS:**

**Date of Birth: 22/04/1982**

**Gender: Male**