Name- **SANDIP BERA**

Current Location: Bolgaon,Sanand,Ahmedabad,Gujarat.

E-mail:[sandipbera289@gmail.com](mailto:sandipbera289@gmail.com)

Mob.: 7478301209

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**Career Objective**

To achieve such a professional life which gives me chances to learn new things constantly, provide challenging conditions. Willing to work with professionals and seniors and want to learn from them & to excel as an individual and prove useful for organization as well.

**“I am considering changing companies due to some personal issues.**

**Work Experience:**

1. JBM Autosystem Pvt Ltd., Sanand From Jun 2019 to till June 2023.

## TT Recycling Management India Pvt Ltd, Ahmedabad From July 2023 to Present

**WORK WITH CUSTOMERS:-**

1. HONDA MOTORCYCLE AND SCOOTER INDIA PVT. LTD
2. FORD INDIA PVT. LTD.
3. MUNJAL AUTO LTD.

**IT SKILLS:-**

SAP (SD MODULE), SAP (MM MODULE), EXCEL, WORD, POWER POINT, HMSI PORTAL,INTERNET APPLICATIONS.

**Work Experience**

1.JBM AUTOSYSTEM PVT LTD,SANAND,GUJARAT

DISPATCH DEPARTMENT

Roll employee

**Company Profile:**

J B M Auto Limited is an India-based company. The Company is engaged in the manufacturing of tools, dies and moulds. ... The Company also established a Press Shop for manufacturing Sheet Metal Components and Welded Sub-assemblies to meet the growing stringent quality requirements of automobile industry.

***ROLES & RESPONSIBILITIES:***

* + - Update the daily basis plan as per schedule
    - Update the Physical Stock,Transit Stock and delivered stock at customer end.
    - Maintain the FIFO.
    - Update the Trolley maintenance Report daily.
    - Load the vehicles as per plan manually with manpower.
    - Create Tax Invoice and Billing Documents with GST with Trip details and RMGP.
    - Maintain low Damage rate of parts in Dispatch.
    - E-way Bill generation.
    - After the shift update the physical and SAP stock.
    - Update the Safety Decrease Board and maintain 5S.
    - As a trainer a meeting with manpower per week with a topic such as Safety,Handling, Stock details,etc.
    - Taking of perpetual inventory daily physical stock of dispatch item.
    - local transportation cost reduction by proper planning of vehicle.
    - Physically checking the loading material inside of vehicle.
    - Checking of the transporter bills & timely & Submission for payment.

Making CC,ASN from company portal. Issue material from PDI to dispatch loading as FIFO maintain.

1. **TT Recycling Management India Pvt Ltd, Ahmedabad**

**Designation**

**Junior Logistics officer**

***ROLES & RESPONSIBILITIES:***

* Handle inbound, outbound, transhipment and prepares invoices document related to the plant.
* Manage inventory control and replenishing stock control.
* Monitor and follow up with suppliers/customers to ensure on time and accurate shipping document submission.
* Propose transportation cost effective and efficient solution.
* Provide marketing support to sales manager and keeping customers informed of marketing updates.

**Academic Credentials:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Qualifications** | **specialization** | **Board/university** | **year** | **percentage** |
| Diploma | Mechanical Engineering | W.B.S.C.T.E. | 2019 | 67.7 |
| 10+2 | Science Stream | W.B.S.C.T.V.E.D | 2017 | 68.80 |
| 10th |  | W.B.B.S.E. | 2015 | 62.14 |

**Personal Details:**

Name : Sandip Bera

Date of birth : 12th May, 1999

Place of birth : West Bengal.

Language : Bengali, Hindi, English.

Hobbies : Listening music & Playing and Watching Cricket.

**Certificate and Achievements**

1. Diploma in Computer Application(DCA)

**Declaration**

I hereby declare that all the information provided here is correct to the best of my knowledge and belief and I promise to abide all the norms laid down by your esteemed organization.

Sandip Bera

**Date**