**SANJAY S. BAROT**

Store Executive

**E:SANJAYBAROT7931@YAHOO.COM**

**M:** 9913701872

**Objectives**

Searching for good challenging job where skill of Management and Creativity will enable me to contribute to an organization’s goals and help me to grow.

**Professional Summary**

* I Had been 3 years working in PASHABHI B. PATEL & CO-AHMEDABAD (1989 to 1991) as a cleark.
* I Had been working in 12 years ISA AGRO ASIA PVT LTD (ITALY) as a DISTRIBUSTION ASSISTAN INCHARG (1991 TO 2002)
* I Had been working 1 year in NORTHERN MINERAL ( DHANUKA GROUP COMPANY ) as a STORE INCHARG. ( 2004 TO2005 )
* Presently working with HAVMOR ICE CREAM LIMITED (HAVMOR GROUP OF COMPANIES) having an ISO 9001: 2008 certificate by KPMG system, situated at Ahmedabad as a Store Executive Since from 2007 to onward.

###### JOB RESPONSIBILITY :-

* Reciving and Issue raw&packing material
* Maintaining Store Activity day per day
* Making GRN and till end of movement material.
* Maintaining Inward & outward material registers. (Manually & computerized)
* Preparation of Monthly & yearly requirement of material as per budgeted data.
* Physical Stock verification & making variance report.
* Taking care of inventory levels of stock.
* Taking action to avoid complaint if any.
* Maintaining to product quality from stores end.
* Co-ordination with Production department on a continuous basis.
* Document preparation for ISO.

- 65 Worker handling packing store & work distribut DISPOSABLE OF SCRAP

**-** Operating a SAP System, New code create,PR ,GRN ,PO making,Handling worker,

Material Issue and receiving, Daily Follow up material, M. M Module

**Educational Qualifications**

|  |  |  |
| --- | --- | --- |
| **Education** | **Board/University** | **Percentage** |
| S.C.C | G.S.E.B | 50% |
| H.S.C | G.H.S.E.B | 50% |
| B.com.(Statestic) | Gujrat University | 50% |
| . |  |  |

**Other Skills**

Operating Systems : Telly, DOS, Windows 97,98 & 2000

Application M.S.Office, Excel, FoxPro, PROG, INTENET,**SAP System M.M Module**

**Personal Profile**

Name : SANJAY S. BAROTI

Birth Date : 13.02.1969

Gender : Male

Nationality : Indian

Current Address : A/301 PAVANTIRTH APPARTMENT

Near Kakadia hospital

India colony road,BAPUNAGAR

Ahmedabad

Languages known : English, Hindi and Gujarati

Thanking you,

Sanjay barot