

Ankit chaturvedi
E-Mail: ankitchaube27919@gmail.com
Contact: 8052929950
| COMMERCIAL |

A PROFESSIONAL WITH MORE THAN 1 YEARS OF EXPERIENCE IN COMMERCIAL/LOGISTICS & DISPATCH DOCUMENTATION AND COORDINATION (EXPORTS) & STORE .

Location Preference:

Profile Summary

- Responsible all commercial function, Materials Management, encompassing vendor management, out sourcing .
- Extensive experience in development of sourcing strategies, encompassing vendor identification.
- Development and analytical assessment, to strengthen supply chain effectiveness.
- Expertise in implementing cost saving measures to achieve substantial reduction in terms of man days, production cost, raw materials energy consumption.
- Preparing invoice, GST e way bill submission.
- Ensuring that all set targets are achieved.
- Responsible person for customer enquiry & service.
- Export dispatch and documentation.
- Vehicle loading /unloading plan, making D/O and all inward outward activities.
- Keeping Documentation.
- CHA/Shipping line /merchant co-ordinator.
- Process and communicate to shipping bill filing.



WELSPUN INDIA LTD

➤ **COMMERCIAL :**

- Responsible person for customer enquiry & service.
- Co-ordinate with production team and quality team.
- Planning and scheduling the customer meeting for load purpose.
- Ensuring that all set targets are achieved.
- Export Documentation.
- All type of freight negotiations
- Invoicing of all out going materials.
- Creating job work challan.
- All type of export and domestic invoices print.
- E way bill creation.
- MIS Report / Sales Report creation.
- Prepare container calling planning.
- Logistic Details Update.
- So VS Po Check.
- Vehicle Planning.
- Vehicle Tracking.
- Container Tracking.
- Maintain line seal in stuffing Id.

Customer:-

Ikea , Wal-Mart , Jecy-Penny , RNA , Carrefour , Home Depot , John Lewis , JYSK , Kohl's , Macy , The Warehouse Limited , Tesco , Loblaw's , Marriot , Nice Pack , Cascade , National wiper , Arabian wet Wipes , Aswan , ORSA , Transonic.

Academic Details

Standard	Year	Percentage	Board	Division
10th	2017	65%	UP Board	
12th	2019	60%	UP Board	
B.Sc	2022	56%	Shiddhart University	

Soft Skills:

- **Good Grasping power.**
- **Good Cooperation With Team Member.**

IT Skills

- **Application Software :** MS Office (MS-word, MS-Excel, MS-Power Point) Internet, TALLY , Peachtree,
- **Customized Account Management software .**
- **Operating System :** All Window Operating System
- **Study in computer course "TallyErp9**
- **SAP : HANA VERSION (S D MODULE)**

Personal Details

Name	ANKIT CHATURVEDI
DOB	18 th May,2002
Nationality	Indian
Marital status	married
Religion	Hindu
Languages Known	Hindi , English
Gender	Male

- I am a hard worker & systematic employee. I believe in innovation & having interest to research on working field for day by day development. Don't entertain the pass on work style. I always try to solve problems by keeping mind calm .love to maintain smooth & warm public relation with top management to ground level employee/worker. I feel very much comfortable during giving training. I have strength & courage to take decision at crisis period .Above all I am adaptable in any condition & comfortable in team work. I always believe in improvement.

DECLARATION

I hereby declare that the above given information are true according to my knowledge and ability.

Place: GONDA .

Yours Sincerely,

DATE:

ANKIT CHATURVEDI