

CURRICULUM VITAE

NAME:
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Pin- 425409

**PERMANENT
ADDRESS:**
A/P- Shahada
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Dist- Nandurbar
State- Maharashtra
Pin- 425409

OBJECTIVE

To continue my career with my organization that will utilize my management and skills to benefit mutual growth and success.

PROFESSIONAL QUALIFICATION

- **MBA**– Agribusiness Management.
- **B.Sc**– Agriculture.

EXPERIENCE

Experience- 3 Years 8 Months.

- 2) Company Name:-** Universal Starch Chem-Allied Ltd.
Designation– Purchase Officer (14-April-2023 to 15-Feb-2024)
- 3) Company Name:-** Sumitomo Chemical India Ltd.
Designation– Field Officer (17-Aug-2020 to 31-Mar-2021) and
(02-Sep-2021 to 31-Mar-2022)
- 4) Company Name:-** SBI CARDS
Designation– Branch Relationship Executive.
(19-Jun-2018 to 31-Mar-2020)

PROJECT UNDERTAKEN

Summer Internship Project (MBA-ABM)

- **Organization–** Universal Starch-Chem Allied Ltd.
- **Project Title–** Study to measure Agricultural market potential and customer buying motives Toward Universal Starch-Chem Allied Ltd. In Dondaicha. Dist– Dhule (Maharashtra)
- **DURATION-** 2 Months

During B.Sc. Agriculture

- **6 Months** Exprential learning in soil science & Agricultural chemistry. (EL-2014)
- **6 Months** Rural Agricultural Work Experience.(RAWE-2013)

KEY SKILLS

- Communication skills
- Sales and marketing skills
- Customer service skills
- Relationship building
- Problem solving skills
- Decision making skills
- Team Lead skills
- Business development skills
- * Procurement
- * Purchase management
- * Vendor management
- * Relationship building with vendors
- * Negotiation

KEY RESPONSIBILITIES

- Setting up new marketing strategies.
- Generating sales leads.
- Managing customer relationships.
- Logging and progressing all new leads / potential sales enquiries.
- Making sales calls and handling enquiries from potential customers.
- Responsible for coordinating with the existing dealers and distributors of the company.
- Taking the orders of the product from the dealers and distributors.
- Solving the problem and queries of existing dealers and distributors.
- Meeting the farmers and solving their problems.

DUTIES

- Communicated with suppliers and vendors, negotiated prices, and maintained and managed the procurement correspondence and files.
- Worked on the development and implementation of a new more efficient procurement strategy and performed a professional cost analysis.
- Prepared, Processed, and reviewed purchase order, collected and analyzed purchasing data, and coordinated all deliveries.
- Completed detailed work area assessments and collaborated with colleagues on the improvement of the existing procurement system and databases.
- Identify business requirements for goods, materials and services.
- Review quality of purchased products.
- Maintained vendor relationship.
- Develop qualified vendor for specialized manufacturing product.

COMPUTER SKILL

- MS-CIT
- Operating System– Windows 2000, Windows XP, Windows Vista, MS DOS.
- Office Package– Microsoft Word, Power Point, Excel, Access.

ACADEMIC QUALIFICATION

Year	Degree	Institution	University/Board	Major Field of Study	Percentage
2016	MBA-ABM	Poona Institute Of Management Sciences & Entrepreneurship, Pune	Savitribai Phule Pune University, Pune	Agri Business Management Subject	62.90 %
2014	B.Sc. (Agri)	K.V. Patel College of Agriculture, Shahada, Maharashtra	Mahatma Phule Krishi Vidyapeeth, Rahuri	Agriculture Subject	66.80 %
2009	H.S.C. Science	Vikas High School and Junior College. Shahada	Nashik Board	English, Physics, Chemistry, Biology, Math	73.50 %
2007	S.S.C.	Nishat High School, Shahada	Nashik Board	English, Hindi, Marathi, Science, Geography, History, Urdu	80.30 %

HOBBIES

- Playing Chess
- Playing Cricket
- Traveling

PERSONAL INFORMATION

Name- Juned Ahmed Khalil Ahmed Shah

Date Of Birth- 29/01/1992

Gender- Male

Marital Status– Married

Language Proficiency– English, Hindi, Marathi, Urdu

I hereby declare that all the information provided in my resume is true to the best of my knowledge.

Place- Shahada

Date-

Signature