

## **SATYAVIR SINGH**

Mobile: +918890141600

Mail: [satvaveerdgr@gmail.com](mailto:satvaveerdgr@gmail.com)

Naukri.com Profile: <https://www.naukri.com/mnjuser/profile?id=&altresid>

LinkedIn Profile: <https://www.linkedin.com/in/satvaveer-singh-772a57127/>



**Seeking a good and responsible position in the field of Supply Chain where I can keep pace with latest working ability and have opportunity to work with my fullest potential.**

### **Working Experience**

**Company Profile:** - Since 1929, we have grown to become India's leading manufacturer of biscuits and confectionery. As the makers of the world's largest selling biscuit, Parle-G, and a host of other very popular brands, the Parle name symbolizes quality, nutrition and superior taste,

**Website:** <https://www.parleproducts.com>

**Designation** : Sr. Officer

**Duration** : 13 Apr. 2017 to Till Date

#### **ROLE & RESPONSIBILITIES**

- Responsible for about Store & Logistics Activities
- Planning of RM & PM as per production.
- Making RM & PM Reconciliation report.
- Preparing all dispatch documents, technical reports as per customer requirements.
- Packing the material as per customer requirement smooth handling and loading.
- Follow up to transporter as per dispatch schedule.
- Receipt of materials in FG stores along with proper documentation.
- Implementing finished goods stores technique minimum & maximum stock, implementing FIFO system, Stocking of material location wise.
- Maintaining the BIN cards.
- Gate Entry of Trucks after verification of documents & Inform to Procurement team in case of Wrong/Incomplete documents.
- Inform to Procurement in case of any discrepancies (Short/Excess) & preparation of Receiving discrepancy Reports
- Receipt of incoming materials as per P O. ASN, Challan & Invoice.
- Making GRN, MRN & MIN on daily basic.
- To manage receipts and issue of all type incoming materials,
- Prepare daily, Weekly & Monthly closing stock & Stock Adjustment,
- Inventory Management, Inventory Control & Inventory Level Maintaining.
- FIFO, LIFO, FEFO in the organization.
- Controlling on RGP & NRGP & Weekly review on timely closing of RGPs
- Gemba Coordination and efficiency monitoring
- Maintaining 5'S of the organization by periodic audits & Kaizens Making on Daily routine.
- Basic knowledge of All warehouse department,

## Working Experience:-Past

---

**Company Profile** : I have worked Barmalt Malting India Pvt. Ltd, CMU of Mondelez India Foods Pvt. Ltd (Cadbury).

Designation : Executive (Store)

Duration : Feb-2015 to Apr.2017

**Company Profile** : I have worked Varun Beverages Ltd. (Pepsi co.)

Designation : Executive (Store)

Duration : March 2014 to Feb.2015

**Company Profile** : I have worked Honda Motor India. Ltd. (Spare parts division Two Wheeler Warehouse) Tapukara Bhiwadi (Rajasthan) As a Supervisor. (Pay Roll Firststone Management Consulting)

Designation : Supervisor (Receiving)

Duration : July.2011 to Feb.2014

## Education & Qualifications

---

- **M.B.A. Supply Chain Management from SGV University Jaipur 2023.**
- **B.A from Rajasthan University Jaipur (Raj.)** Passed in 2013.
- **JCHNP (Jetking Certified hardware & networking premium)** professional Course from Jetking Greater Noida.
- **DOAP (diploma in office automation & publishing)** Professional course from RGCSM Bharatpur (Rajasthan)
- **Intermediate** from Rajasthan Ajmer Board in 2008
- **High school** Rajasthan Ajmer Board in 2006.

## IT Skills

---

- **Software:** MS-Office- Word, Excel, Power Point, E-mail and Internet.
- **Working With Oracle Application R12 & Telnet & SAP(Systems, Applications & Products in Data Processing)**

## Strengths

---

- Maintaining Balance with Different Types Of People
- Working Under Pressure Conditions
- Sincere And Hardworking

## Personal Details

---

**Name:** Satyavir Singh  
**Fathers name:** Mr. Nanua Singh  
**Address:** Village +Post: - Abhorra  
Tehshil: - Kumher District.-Bharatpur (Rajasthan) Pin Code no. - 321202  
**Date Of Birth:** 30<sup>th</sup> Jun, 1990  
**Marital Status** Married  
**Interests:** Reading Books and Sports  
**Expected Salary:** Negotiable  
**Self-Declaration**

---

I hereby declare that the facts given in resume are correct to best of my knowledge and belief.

**Date:**

**Place:**

(SATYAVIR SINGH)