

SATYAVIR SINGH

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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 & NRGPs & 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 Firstone 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: 30th 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)