

BADAL KUMAR SENAPATI



S/o : Sisir Senapati.

At/Po:Haladiapada

Via : Bajapur.

Dist : Puri.

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State : Odisha

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Languages : Hindi, Odia & English.

OBJECTIVE

My objective is to excel in an environment that fosters growth and excellence. I aim to achieve both job satisfaction and personal development. At the same time, I seek to contribute meaningfully to the success and goals of the organization.

PROFILE

I am a highly motivated individual with strong interpersonal and communication skills. I excel under pressure, taking on responsibilities while maintaining a reputation for delivering high-quality work and services. My focus is on consistently achieving excellence in all tasks.

ACADEMIC QUALIFICATION

- ☐ 10th pass under Board of Secondary Education, Cuttack, Odisha in the year 2015.**
- ☐ +2 Arts passed under Council of Higher Secondary Education, BBSR, Odisha in the year 2017.**
- ☐ +3 Arts passed with History Honours under Utkal University, BBSR, Odisha in the year 2020.**

COMPUTER QUALIFICATION

- ☐ Complete PGDCA (Post Graduate Diploma in Computer Application) from SITD, Mandarabasta, Kanas, Puri.**

WORK EXPERIENCE

I have completed 1 year and 2 months at Patil Group as a Store Executive/Storekeeper, where I have gained valuable experience in inventory management, procurement, and maintaining stock accuracy. My key duties and responsibilities include:

- Receiving and properly storing all materials.
- Handling, maintaining, and accounting for store operations.
- Managing and controlling rejected materials.
- Maintaining the MIS (Management Information System) for raw materials.
- Monitoring and maintaining minimum, maximum stock levels, and reorder levels for consumables.
- Operating SAP for efficient inventory management.
- Acting as a coordinator for the "Focus 7" program.

REWARDS AND ACHIEVEMENT

I have been honored with the "Best Employee" award in my department for my outstanding performance and dedication.

DECLARATION

I hereby declared that the above written particulars are true to the best of my knowledge and belief.

Place :

Signature of the Candidate