**NAKUL SUNANI**

**M/s. Dilip Buildcon Limited.** **Mobile No: 9668591430 / 9109991494**

**Khairagura Coal Mines Project, Telengana.** **Email:** [nakulsunani123@gmail.com](mailto:nakulsunani123@gmail.com)

**OBJECTIVE:** To achieve sound knowledge through a challenging & rewarding job with respective designation from a reputed organization and getting variation in work field with creativity. Taking responsibility Store and purchase field and also handling procurement Conducting and communicating with more people on behalf of regard.

**WORK EXPERIENCE:**

**M/s. Dilip Buildcon Limited).**

Duration : From Nov’16 to Till date

Designation : Sr.Executive (Store)

Project : Khairagura Coal Mines Project.

Project Value : Rs. 3000 Cores

**DUTY & RESPONSIBILITY**

* + - Monitoring the day to day store operations as per defined process policy.
    - Taking charge of store staff training and implementing it on regular basis.
    - Storage of the material in accordance with Pre-specified norms
    - Properly follow ISO system with Proper documentation.
    - Stock taking & verification all material.
    - Transportation bill verification/way bill forward to main store.
    - Spare parts management, also maintained Log book all Plant and machinery.
    - All Stores Activities Material Required Planning (MRP) Monthly & quarterly basis.
    - GRN & GIN Entry in ERP **(Company own package oracle base 10g)**
    - Operating ERP Software & Monthly Reconciliation report. Inventory Control
    - Implementation of 5 “S” Systems in Store.
    - LIFO-FIFO Procedure.
    - MIS Report making as per requirement of Project In-Charge/ Manager & Others Department.
    - All Material Reconciliation statements Monthly, Quarterly, Half yearly and yearly.

**M/s. NCC Limited (Nagarjun Construction Limited).**

Duration : From June, 2015 to Sep’2016

Designation : Officer (Store)

Project : Agra to Lucknow Expressway Road Project, Uttar Pradesh.

Project Value : Rs. 1700 Cores

Client : UPEIDA (Utter Pradesh Expressway Industry Development Authority)

**M/s. Simplex Infrastructures Limited.**

Duration : From May, 2011 to Apr’ 2015

Designation : Sr.Asst GR-II (Store)

Project : Widening of Present 4 Lane to 6 Lane on DBFOT Basic.

Project Value : Rs. 1800 Cores

Client : NHAI (National Highway Authority of India).

**M/s. Gammon India Limited.**

Duration : From July, 2007 to March, 2011

Designation : Store Keeper

Project : Jindal Civil Work - Building Project.

Project Value : Rs.180 Core .

Client : Jindal Stainless Steel, Kalinga Nagar, Jajpur, Odisha.

**ACCADEMIC DETAIL :**

MBA from - (KSOU)**.**

Post Graduate Diploma in material management from AIMMS, Chennai.

Diploma of computer Application from Brilliant Institutes Jajpur, Odisha.(PGDCA)

B.A.(Art’s ) Sambalpur University Sambalpur,Odisha.

Council of Higher Secondary Education,Odisha.

Higher Secondary of Education, Odisha.

**PASSPORT DETAILS**

Passport No :J5744736

Date of Issue : 27/03/2012

Date of Exp. : 26/03/2022

Issue from : Bhubaneswar.

**PERSONAL DETAILS**

Permanent Address **:** Nakul Sunani

Father **:** Parikshita Sunani

At/Po **:** Karlakote.

Via **:** Boden.

P.S **:** Komna.

Dist **:** Nuapada.

Pin No **:** 766111

Marital Status **:** Married

Date of Birth **:** 05 Feb,1986

Languages Known **:**Hindi, Oriya, English. Bengali.

I do hereby certify that the information given above is true and accurate to the best of my knowledge. I shall be glad, if I am offered an opportunity to serve your esteemed establishment and I can assure you that I shall always discharge my duties to the best of my ability with dedication and loyalty.

Date : 05/08/17  **Nakul Sunani**

Place : Khairagura , Telengana Signature of applicant