***CURRICULUM VITAE***

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***MOB:-8140522166, 8200113180***

**Rupesh Vala**

**ACADEMIC QUALIFICATIONS**:-

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| --- | --- | --- | --- |
| Exam | Board/University | Year of Passing | Perchantage % |
| S.S.C. | GSEB | March-2008 | 59.12 % |
| H.S.C. | GSEB | March-2010 | 64.57 % |
| B.Com | Saurastra University Rajkot | Apr-2013 | 71.00 % |
| Copa | ITI (NCVT) | AUG-2011 | 73.5 % |
| CCC | - | OCT-2012 | 87.00 % |

**Other Qualification Diploma in Textile for (The Textiles Association ) of Ahmadabad .**

***OBJECTIVE:***

Aim to get associated with professionally drive esteemed organization which offers continuous challenges and excellent growth prospects, where I could contribute significantly to the organization through conceptual skills.

**WORKING EXPERIANCE**

* ***PREVIOUS* Company Name:** Welspun India Ltd.
* **Designation: Assistant (Mis)**
* **Duration:**03.09.2013 to 15.03.2020
* **Location:** Anjar, Kutch (Gujarat)
* **Responsibility:-**
* Maintaining the Stock Record from SAP in Excel Sheet on per month basis.
* Presently working on SAP in Production Dept.
* Execution of Weaving Production as per Plan.
* SAP execution of Terry Weaving Loom Shed to fulfil the order book for Terry Towels,
* All Daily MIS Reports, SAP Reports, Accounting Reports, Monthly reports etc
* Provide Terry Weaving Process production as per plan Vs. SAP.
* Working as team member for selection of new operatives.
* The job involved responsibility of all type of training data, daily attendance, indent and issue materials from store through SAP.
* Undergoing SAP Training (PP module)
* New MIS Report as per Management requirement
* I Have Good Knowledge for Personal Department in HRMS & SAMAY.
* Responsible for Time Keeping.
* Time Correction
* Preparing & Maintaining Personal File
* Generating Salary Slip
* **Present Company Name:** Gokul Refinery Agro Resource Limited.
* **Designation: Executive MIS**
* **Duration:**16.03.2020 to 23.03.2021
* **Location:** Gandhidham, Kutch (Gujarat)
* **Responsibility:-**
* Daily Co-ordinate with Marketing for Production Planning & Ready Material Dispatch.
* Daily Co-ordinate with contractor for achieves high production with standard quality.
* Daily Co-ordinate with Commercial, Logistic, MIS, Tank Farm, Purchase, Electric, Instrument, Mechanical, Refinery, Boiler for smooth operation.
* Daily Preparation of FG Materials production Report, Oil balancing Report, Dispatch report & Packing Material Report in Excel sheet.
* Make receipt record & issue record of Packing Material, Spare Material, Oil & maintenance on Daily basis.
* Daily make Dispatch entry, production entry, Oil consumption entry & Packing Material consumption entry in SAP after verification.
* Responsible for Daily maintaining FG Materials in SAP, Excel report & Physical.
* Make monthly Audit report of Oil Balancing, FG material & Packing Material Report.
* Monthly SAP vs. Physical Auditing of FG materials & packing materials with Auditors.
* Preparation of Monthly production wise materials consumption report (COID).
* Make Indent record of requirement from plant and also purchase order record.
* Preparation of Monthly reconciliation Oil, Granuals, Preform, Tin Plate & Packing Material.
* Returning rejected Packing material to vendor & Reprocess rejected Finish Goods Material after clearance from Management.
* Analyzing critical and Non / slow / Fast-Moving Material and ageing of Materials.
* Managing proper documentation.
* Finish Goods Material Dispatch, Packing Material issue on FIFO basis.
* Reduces the production losses and increase the production with optimum quality.
* Monthly RMC Report, GPCP Report, Replica Report, Agemark Regiester Report, Packing Material Costing Report.
* Daily Preparation of Sales Register Report, inward Report.
* Daily Preparation Of DSR Report , Castor Report, Derivative Report , Mustard Report , Soya Seed Report & Castor Seed Report in Excel sheet.
* Daily make Dispatch entry, production entry, Oil consumption entry in SAP after verification.
* Responsible for Daily maintaining Breakdown Report, Chemical Consumption Report & Steam Report.
* Create Master Recipe (C201) As Per New Material Code.
* Create Material Bom (CS01) As Per New Material Code.

**PROFESSIONAL EXPERINCE**

* *I am worked with most reputed* ***Welspun India ltd.Anjar, Gujarat.*** *As* ***Computer operator in Weaving Terry Towel Department (6.6 Year).*** *I have Good Knowledge for System Application Product (SAP). Successfully working on SAP (Production Planning) in Weaving Terry Towel.*
* ***M/s Welspun India ltd. Anjar*** *– One of the leading towel manufacturer in the world with a capacity of 150 tons /day (Composite Unit from Weaving to Cut & Sew),*

**Position Held**: Assistant (MIS)

**Reporting To**: Assistant V.P and D.G.M (Weaving Dept.)

* *I am worked* ***Gokul Agro Resource Limited Gandhi ham, Gujarat. As a Executive in Plant Mis Department (1 Year ).*** *&* ***Presently Working in Plant Mis (10 Month)****.I have Good Knowledge for System Application Product (SAP). Successfully working on SAP in MIs Department.*

**Position Held**: ***Executive* Mis**

**Reporting To**: *HOD MIS*

**COMPUTER SKILLS**

* Proficient in MS Office applications and the Internet.
* Outlook ,Google Chrome
* SAP application MM,PP Module (Specialist)
* Html,Visual Basic, Ccc, Java, Command

**PERSONAL DETAILS**

* Date of Birth : 01th Jun 1992
* Sex : Male
* Religions : Hindu
* Languages Known : Hindi , Gujarati and English
* Nationality : Indian.
* Marital Status : Married
* Hobbies : Watching Cricket, Travelling, and Listening music.

Signature

**Rupesh Vala**