

CURRICULAM VITAE

M.PRAVEEN KUMAR
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OBJECTIVE

- Contribution in a company that offers a genuine opportunity for progression Seeking a responsible post for challenging position and looking forward to a making a significant

LOGISTICS and WAREHOUSE MANAGEMENT EXPERT

- Having 2+ years of solid experience in Logistics and Warehouse management.

PROFESSIONAL EXPERIENCE

Company Name : F1 Info Solutions & Services Private Ltd.

Post : Logistic Executive.

Duration : April-18 to till

Responsibilities:

- Inbound, Outbound Logistics and Warehouse operations activities.
- Direct the Allocation of the materials, supplies and finishing products.
- Prepared daily / weekly reports for different departments as per their standard format Document Management.
- Maintained proper records management for incoming and outgoing stock
- Produced and coordinated with issue resolution with other departments and terminals.
- Data Management on daily base reporting quality and productive for zone reports by reviewing by zone leads case on data entry errors
- Managing the inventory of both physical stock and WMS System Stock.
- Handling the billing, Preparing invoice, Waybill, Gate pass for dispatch purpose.
- Ensure that manage the right products are delivered to the right location on time and at a good cost. You may also be involved in transportation, stock control, warehousing and monitoring the flow of goods.
- Managed and Coordinated all pick up and delivers from clients
- Answered and directed incoming calls, responded to customer inquiries, managed company files, and created system to bill customers for services rendered.

EDUCATION	Institution	% of Marks Scored
B.COM	SV Arts College,Tirupathi	72%
INTERMEDIATE	SKVNG JR College,Somala	57%
SSC	Z.P.High School, PU Palli	56%

TECHNICAL SKILLS

Computer : Basic Key delivers

Database : MS Excel, MS Office, Data Analytics, Desktop Publishing,
Documentation, Email, Presentations, MS word

PERSONAL PROFILE

- Father's Name : M.Sreenivasulu
- Date of Birth : 15-05-1995
- Marital Status : Single
- Hobbies : Reading Books, Listing Music, Sports
- Languages known : English, Hindi, Kannada,Tamil and Telugu.
- Address : M.Praveen kumar, S/O. M.Sreenivasulu, Patrapalli (Vill&Post)
Somala(Mandal),Chittoor (Dist.), AP, Pin-517257

OBJECTIVE

I hereby declare that the information furnished above is true to the best of my knowledge.

Date:

Place: Bangalore

M.PRAVEEN KUMAR