

RESUME

Current Address:

C/o Manjunath (B),
Door #1, Opp Devi Bekari,
Bhavani Road, Bommasandra (P),
Hebbagodi, Bangalore-560099.

Email ID:
sadasmith41@gmail.com

SADASHIV.NATIKAR
Mobile Contact
+91 7204483396

CAREER OBJECTIVE

To work in various areas of management and contribute my functional and technical skills and myself and to climb the ladder of success and by joining an exemplary organization and where hard work, creativity commitment are well recognized and rewarded.

EXPERIENCE STATUS:

SFO TECHNOLOGIES PVT LTD, (Plastic Division)**01-02-2013 to 01-02-2015**

- Worked with SFO Technologies pvt ltd.
Profile: **As a store Assistant**
- Making Invoices for Inward Materials.
- Inventory stock update
- Verifying entered data by reviewing, Correcting or reentering the data's Combining data from multiple systems when information is incomplete purging files to eliminate duplication of date
- Generating E-SUGAM
- GRN + WRN Making
- Contributes to team effort by accomplishing related results as needed
- Maintaining Man Management

SHANKARA INFRASTRUCTURE MATERIALS LTD, Bangalore

- From 01-07-2015 to 01-02-2016 as a **worked Accountant**
- Making Invoices
- Generating E sugams
- Stock updations
- Maintaining Incoming & Outgoing goods

VELANKANI ELECTRONICS PVT LTD

- From 01-02-2016 to till date
JOB RESPONSIBILITIES INWARD
- Receive the material after verification of Item & Qty.
- Preparation of GRN for received goods & enter in Inward Register.
- Prepare Necessary documents for all incoming and out going materials
- Material reconciliation every month
- Prepare the E-Way Bill
- Follow up with the ordered materials with suppliers for timely delivery at unit.
- Maintaining Scrap Ledger
- Man Management
- Maintains inventory by checking merchandise to determine inventory levels; anticipating customer demand.
- Prepares reports by collecting, analyzing, and summarizing information
- Comply with the policies and procedures of the Company
- Maintain and monitor store inventory
- Conduct regular audits of the store's physical and practical condition to ensure quality

STORAGE & ISSUES

- Store the accepted goods in Accepted Goods area.
- Store the rejected goods in Non-Conformance area.
- Monitoring Item Traceability & Identification
- Monitoring FIFO while Storing & issuing the materials.
- Issue the materials to Production Department
- Prepare the documents for job worker for taking materials.
- Material Receipt & Issues
- Prepare the Gate Pass & DCs
- Maintaining the records.
- Getting Random stock

ACADEMIC BACKGROUND:

Bachelor of arts degree from Mathusriambava khed college, Bijapur Dharwad University.

Passed in 2011 Year- DISTINCTION

System abilities

- JODCC done in computer from YUVA shakthi Educational Society.
- FCC / DOS / WINDOWS / SYSTEM ADMIN / INTERNET.
- MS Office (word, Excel & Power Point,)
- ERP 9.5 Tally,
- Typing in kannada & English.

SKILLS / ABILITIES:

Organization Typing Data Entry Skills, Attention to details, Confidentiality, Thoroughness, Independence, Analyzing information, Results Driven, Energy level, Self starter Quick Learner, Decision making,

HONOURS / ACHIEVEMENTS :

- NSS Certificate
- First class with distinction in BA
- District level Essay writing computation got 1st Prize

PERSONAL PROFILE:

Father's Name : **Yallappa. Natikar**

Date Of Birth : **10.May.1982**

Sex : **Male**

Marital Status : **Married**

Permanent Address:

C/o Yallappa Natikar,
Nagathan Village,
Bijapur Distick,-586112

HOBBIES:

Playing cricket / volley ball / Chess / Carom / Reading Books / Watching TV / Love In Music

LINGUISTIC ABLITY

Read	Write	Speak
Kannada	Kannada	kannada
English	English	English
Hindi	Hindi	Hindi
		Marati

DECLARATION

I here by sincerely declare that the information furnished above are true to the best of my knowledge,

Date:

Your's faithfully

Place :

(SADASHIV.NATIKAR)