

GYAN RANJAN

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CAREER SUMMARY

- To work in a technically developed environment to enhance my managerial capabilities, simultaneously climbing up the hierarchy in the organization and contributing to achieve the organizational goals and objective.
- A reputed position in the Sales & Marketing or Retail Industry, which exploits my talent and empowers me to explore new avenues to learn and perform, with utmost efficiency and competence.

PROFESSIONAL EXPOSURE

1. Worked as Store Keeper with Delhi Metro from March, 2004 to March, 2005

RESPONSIBILITIES

- Handling day to day store operations.
- Customer service.
- Responsible for the store profitability.
- Rotation of staff in shifts.
- Boosting up the team member to achieve their targets.
- Helping customers to solve their problems.
- Managing stock, Daily inventory
- Daily stock report

2. Worked as Store Keeper with Med World Technology Pvt. Ltd. From April, 2005 to April, 2007

RESPONSIBILITIES

- Responsible for the store profitability.
- Rotation of staff in shifts.

- Boosting up the team member to achieve their targets.
- Helping customers to solve their problems.
- Managing stock, Daily inventory
- Stock report.

3. Worked as a Store Keeper with PVR Ptv. Ltd. From May, 2008 to March, 2009

RESPONSIBILITIES

- Responsible for smooth selling.
- Responsible to answer customer query.
- Co-ordination with the subordinate/Seniors to make the operations smoother & efficient.
- Rotation of staff in shifts.
- Motivating the team to achieve their targets.
- Helping customers to solve their problems.
- Managing stock, Daily inventory
- Stock report.

4. Worked as Store Keeper with Maharaja Agrasen Institute of Technology from April, 2009 to May, 2011

RESPONSIBILITIES

- Acquiring the network of Dealers.
- Managing the stock for the dealers.
- Helping customers to solve their problems.
- Managing stock, Daily inventory
- Stock report.

5. Worked as Material Handling Manager with Agrani Homes Pvt. Ltd. from June, 2011 to May, 2013

RESPONSIBILITIES

- Handling day to day material stock.
- Customer service.
- Responsible for the material stock consumption.
- Rotation of staff in shifts.
- Motivating the team members to achieve their targets.
- Helping customers to solve their problems.
- Managing material stock, Daily inventory
- Daily material stock report

6. Worked as Budget Handling with Acharya Sudarshan Foundation from June, 2013 to 2017 march.

RESPONSIBILITIES

- Handling Budget for different schools.

7. Presently working in the Ram Polymer Pvt. Ltd. Gurugram as Purchase and Store manager from April 2017 to till Date.

ACHIEVEMENTS

Managed material handling and store stock excellently in every company.

PROFESSIONAL EDUCATION

- Intermediate from BIHAR Intermediate Education Council in Year 1999.
- High school from BIHAR School Board Examination in Year 1997.

HOBBIES

- Playing different outdoor games.
- Traveling.
- Interacting with people
- Listening Music

PERSONAL DETAILS

Date of Birth: 01/01/1980

Language Known: English and Hindi

Permanent Address: Gyan Ranjan
C/o Late Binda Pd. Singh
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Anishabad,
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BIHAR

Gyan Ranjan