

Shailesh Gosvami

Contact no: 8052773764.

Address - Bishanpura village sector 58
Noida 201301

E-Mail: shaileshgosvami440@gmail.com

Career Objective:-

To achieve the pinnacle of my career through hard work sincerity, my technical knowledge and good behavior.

Present Profile

Currently working with Lava International Pvt. Ltd. as **executive**

On-The job Experience

A result driven professional with **January 2016 to till now,**

Present employee:- Lava International Ltd. (Noida-U.P.)

Company Profile:-Established in 2009, Lava International Limited is India's leading and fastest Growing mobile handset companies, which have assembly lines for Smartphone and Feature Phones manufacturing. Also it has joint venture with Xolo Mobiles.

Functional Skills

-
- MIS Reports
 - Manpower planning as per requirement
 - Manpower handling.
 - Basic Knowledge of computer
 - To maintain and removes all issues related to productivity

Kit Issuance Handling

- Issuance of Kit to the **production lines** on **Shift** basis.
- Inventory reconciliation as per physical and **SAP** Stock.
- Ensuring the NO line Stoppage due to Material unavailability.
- Day to Day planning of material and create reservation in **SAP**
- **MRN** (Material Receipt Note).

Key Achievement

-
- Got **Star** award appreciation for Reconciliation.

- Implementation **FIFO** in Raw material issuance.
- Got star/appreciations award for handling shift operation independently with minimum downtime.

Knowledge

An effective communicator with excellence relationship, management skills and problem solving abilities.

Job Profile (Role & Responsibility)

- Responsible for maintaining 5S in the work area.
- Manpower control and discipline.
- Ensuring timely done all **SAP** entries.
- Proper checking the material by **SAP** code & material description.
- Ensuring proper warehouse space utilization by daily monitoring of stacking norms.
- “**SAP**” System Operating for Reservation, Posting, Stock Overview Report, etc.
- Controlling the inventory through **ABC** analysis
- To ensure the paperwork and accurate records of all transactions of every item are updated as per audit requirement.
- Making Reservations as per production plan.
- Responsible **for FIFO & LIFO** maintaining and ‘**5S**’ maintaining.
- Tracking of **inward outward** materials.
- Kaizen implement & Daily perpetual.

Key strength areas

- **Material Handling.**
- **5s.**
- Knowledge of **sap** system.

Training

- **5s, KAIZEN.**
- Material responsibility
- POKA YOKE

Computer Skills

- Software Proficiency : **SAP mm**
(*mb21, mb22, mb25, mmbe, mb52, mb26, mb1b, co03, zmm_comp, cs15, cs12*)
- Packages : MS Office (MS-Word, Adv. excel, PowerPoint) / Internet.
: Basic Knowledge of Computer.

Professional Qualification

- (**B.VOC**) Bachelors of Vocational from (Tata Institute of Social Sciences).
- **Diploma** in Electronic manufacturing service (TISS).

- **Advance Diploma** in Electronic manufacturing service (TISS).
- **(ADMRCH)** Advance diploma in Mobile repairing & computer hardware (from Navodaya institute technical education center).
- **(ADCA)** Advance Diploma in Computer Applications.

Academic qualification

- **12th** from Board of UP, in 2015.
- **10th** from Board of UP, in 2013.

Personal Details

Date of Birth	:	03 Jul 1997
Gender	:	Male
Marital Status	:	Unmarried
Religion	:	Hindu
Language	:	Hindi, English
Hobbies	:	Listen Music, Research, Always learning something new

Declaration

I do hereby that the particulars of information and facts stated here in above are true and complete to the best of my knowledge and belief.

Date: -

Shailesh Gosvami