

# Curriculum vitae

## SAZID

Address: Home no-34Kazi wada sikandrabad  
Distt: Bulandshahr (U.P.)  
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### CAREER OBJECTIVE:

- I wish to excel in an organization, which offers growth opportunities and avenues to integrate my own vision of success with the company and bring out the best of my caliber with total commitment to team work.

### ACADEMIC QUALIFICATION:

Course/Degree	Name of School/ College/Institute	University/Board	Year of passing	Percentage
B.Tech- (Mechanical)	Vishveshwarya Groups of Institutions, Greater Noida, G.B Nagar	Dr. A.P.J Abdul Kalam Technical University, Lucknow	2012-2016	74
Intermediate	Agrasen Inter College Sikandrabad	U.P Board	2011	66
High School	Agrasen Inter College Sikandrabad	U.P Board	2009	53

### COMPUTER PROFICIENCY

- Microsoft Tools : Microsoft word, Microsoft excel , Power point
- Platforms : Window xp, Window 7, Window 8

### SKILLS:

- Inventory Management
- Store Management
- Picking & packing
- Inbound Logistics
- Outbound Logistics

### CAREER PATH

**Designation** : Jr Executive Material Service  
**Duration** : June 2016 - Present  
**Organization** : Honda Logistics India Pvt Ltd

## **ORGANIZATION EXPERIENCE :**

- Materials Receiving Entry in HSCP System
- Materials handling
- Manpower handling
- Invoicing
- Eway bills
- Maintain the G.R.N/N.R.G.P record & invoice forwarding
- G. R. N/M. R. N preparation
- Vendor invoice reconciliation
- Daily receiving MIS preparation
- Keep the record of issuing material
- Making trouble report in case of Descrepancies
- Despatch plan for rework and machining material to supplier
- Update shortage material report and mail to concerned department
- Handle internal Audit & visits
- Control on all safety guidelines & trained manpower & Drivers
- Daily maintain TTA reports
- Keep the warehouse clean & Hygiene as per 5-S Rule

## **TRAINING PROGRAMS:**

- Training of 5-S & KAIZEN
- Training of safety
- Training of Effective Warehouse

## **SUMMER TRAINING**

- Four week summer training in 'APOLLO TUBES LIMITED' Sikandrabad
- Four week summer training in 'HONDA CARS INDIA LIMITED' Kasna, Greater Noida

## **EXTRA CURRICULAR ACTIVITIES**

- Presentations in college.
- Attending seminars.
- Visit to NPCL(Nuclear power plant ), Bulandshahr
- Participated in college fest
- Member of college cricket team
- Visit to NTPC Dark, Gautam Buddha Nagar

## **PROJECT:**

- Project Title : Fabrication of hydraulic crane
- Project Area : Institute
- Role : Team Leader

## **STRENGTH:**

- Diligent and Determined
- Punctual and optimistic
- Self –dependent and Efficient
- Self Motivated

**HOBBIES:**

- Listing to music
- Making friends
- Playing Cricket
- Net surfing
- Reading Books

**PERSONAL DETAILS:**

- |                  |   |            |
|------------------|---|------------|
| • NAME           | : | Sazid      |
| • FATHER'S NAME  | : | Habeeb     |
| • DATE OF BIRTH  | : | 01/06/1993 |
| • SEX            | : | Male       |
| • MARITAL STATUS | : | Unmarried  |
| • RELIGION       | : | Muslim     |
| • NATIONALTY     | : | Indian     |

**Declaration:**

All information furnished above in this resume is true and correct to the best of my knowledge & belief.

**DATE:**.....

**PLACE:**.....

**(SAZID)**