CURRICULUM VITAE

PANKAJ RAMSURAT YADAV
Adinath society no. 3, Hanuman nagar,
Vikhroli park site, Vikhroli(West), Mumbai 400079.
MOB. NO : 9920516897
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CARRIER OBJECTIVE:-

     To establish myself, as a committed, hardworking and successful employee by learning and leading to achieve goals and to use my knowledge and skills for success of myself and organization working.

PERSONAL DETAILS:-

- Date of Birth   :-10th October,1998.
- Sex   :-Male
- Nationality   :-Indian
- Languages Known   :-English, Hindi & Marathi.
- Hobbies   :-Listening Music, Reading.

EDUCATIONAL QUALIFICATION:-

- B.sc IT Passed from Msg- Sgkm College.(MAR.2019)
- H.S.C Passed from Maharashtra Board.(FEB.2016)
- S.S.C Passed from Maharashtra Board.(MAR.2014)

WORK EXPERIENCE:-

April '23-Till August '2024 with chess collection

June'22-Till April '2023 with Prakash Fabric Pvt. Ltd.

- Working in **Prakash Fabric Pvt. Ltd**. As It executive.
- Working on Logic ERP as retail, production plans like inward outward, Sale order, Master creation, Billing, GRN, Making purchase orders.
- Receive materials matching invoices (from suppliers) with corresponding P.O. and barcode wise and GRN made by LOGIC ERP, Stock Ledger maintaining as per in-out of materials.
- Making sale bill, order feeding , make delivery order, dispatch and E-invoice , E-way bill.
- Controlling and analyzing of Daily, Monthly Reports, Preparation of production plan, Analysis of data as per process requirement, Enterprises Resource Planning (ERP) Operate, ERP MIS Reporting Daily basis.

June'21-May'22 with Crazy Denim Industry LLP.
- 1 Year Experience Working in CRAZY DENIM INDUSTRY LLP as It executive.
- Working on Logic ERP as retail, production plans like inward outward, Sale order, Master creation, Billing, GRN, Making purchase orders.
- Generate timely and accurate MIS reports for analysis like Daily Production Report,In & Out Report,etc.
- Controlling and analyzing of Daily, Monthly Reports, Preparation of production plan, Analysis of data as per process requirement, Enterprises Resource Planning (ERP) Operate, ERP MIS Reporting Daily basis.
- Master Creation/ Change, Pricing Master Change, Price Change Request From Depot/Sites, Invoicing.
- Placing/creation of POs, Monthly & weekly MIS preparation, Creation POs for vendors to billing.
- Receive materials matching invoices (from suppliers) with corresponding P.O. and barcode wise and GRN made by LOGIC ERP, Stock Ledger maintaining as per in-out of materials.

Oct'19- April' 20 with AMPS Facility Service Management Pvt Ltd as Sales Associate.

- Develop strong relationships with customers and look for opportunities to further expand their products
- Take full advantage of company training sessions and literature to remain current with product offerings
- Maintain Knowledge of Fashion Trends and New Styles
- Use Product Knowledge to Sell Various Types of Clothing
- Provide Customers with a Provide outstanding customer service before and after a sale
- Memorable Shopping Experience
- Help Customers Figure Out Their Size and Desired Fit

SOFTWARE KNOWLEDGE:

- Operating System: Windows
- Programming languages known: C, C++, HTML,CSS, JavaScript ,Core Java ,Visual Basic2019
- Database System : SQL SERVER 2013
- ERP: LOGIC ERP
- MS-EXCEL,MS-WORD, MS-POWERPOINT

HARDWARE KNOWLEDGE :

- Installation of operating System & Application Software.
- Windows, Installations of OS, Software's,Printers, Hardware troubleshooting, Network level OS Installation

Project work for 6th Semester:

o **Niyuj**
  - This Project is based on campus recruitment.
  - Technology used in Project-ASP.net, C#, bootstrap, css

DECLARATION:

- I here declare that all the above information provided by me is true, and if I get the opportunity to work with your Organization I will definitely give my best performance.

Place : MUMBAI

Date :   (**Pankaj.R.Yadav**)