

CURRICULAM VITE

RAVITEJ D. PANDEY

C- 404 Silver City

Meera nagar (Ank.)

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SUB: APPLICATION FOR THE POST OF SUITABLE JOB

OBJECTIVE:

TO ESTABLISH A GLOBAL CARRIER WHICH OFFER CHALLENGES AND GROWTH WITH OPPORTUNITIES AND SCOPE TO LEARN AND IMPLEMENT TO IDEAS. TO ENRICH MY KNOWLEDGE AND SKILL WHILE CONTRIBUTING MY BEST TO THE ORGANIZATION AND THEREFORE SATISFACTION'S

EDUCATION DETAILS:

DEGREE / COURSE	YEAR OF PASSING & %	BORD / UNIVERCITY
S.S.C.	1995 58.3 %	UP ,BOARD
H.S.H.C.	1997 52.3%	UP ,BOARD
B. COM	2023 69.5 %	S.V.S.UNIVERSITY.

OTHER'S

- > Diploma in computer application from (CIMS) Computer in Varanasi UP.
- > Short hand Typing at 35 word per minute from Varanasi typing school.

WORKING Exp.

- Worked with A.H. Plastics pvt. Ltd. (MILTON GROUP) Silvassa
From Sep. 2009 to April. 2012.as store dept.
As a Learner basis. Like inward – outward
- Worked with Oasis Ceramics pvt. Ltd. Kondh valia
From 11-06-2012 to 31 - 01 - 2018 as a store in-charge
Handling Total store operation like make po, material purchase ,inward
Outward , issue dispatch , RGP\ NRGP etc
- Worked with Survival Technology pvt. Ltd. Gidc Ankleshwar
From 21-02-2018 to 20-2 2023 as a store officer.

Handling store operation like inward outward, maintain stock register ,
Stock match with system & physical vehical planning .dispensing GRN
Outward , issue , RGP\ NRGP well maintain of SOP.

- Worked with PR. Ecoenergy Ltd. Panoli . Ankleshwar
From 02-03-2023 to Dec. 2023 as a store manager
Handling store operation like inward outward, maintain stock register ,
Stock match with system & physical vehical planning .dispencing
Outward , issue , RGP\ NRGP GRN /MIS well maintain of SOP.
- Worked with Ecofine colourchem pvt. Ltd. Saykha
From 26-4-2024 to 15-5-24 as a store & dispatch

Handling store operation like inward outward, maintain stock register ,
Stock match with system & physical vehical planning .dispencing
Outward , issue , RGP\ NRGP GRN /MIS well maintain of SOP.

JOB PROFILE > **Day to day Commercial activities as Requared, Issue, stock
Verify, material checking as per PO, inward entries
Coordinating with transport for vehical planning
Make GRN. Etc.**

SYSTEM KNOW. **Udyog, Tally erp9. Prime and Sap. Excel etc.**

PERSONAL PROFILE:

NAME : **RAVITEJ PANDEY**
FATHER'S NAME : **SHRI DVIJENDRA PANDEY**
DATE OF BIRTH : **01 -01 -1980**
NATIONALITY : **INDIAN**
MARITAL STATUS : **MARRIED**
SEX : **MALE**
LANGUAGE KNOWN : **HINDI, ENGLISH**

CURRENT SALARY : **29000 + Accommodation**

DECLARATION

**I do here by declare that all above given information are
True and correct to best my knowledge.**

YOUR'S FAITHFULLY

Ravitej Pandey