

CURRICULUM VITAE

Akash Dolai

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CAREER OBJECTIVE

- To be a significant and consistent contributor towards organization's growth by creating value in Supply Chain and Overall Operations.

Professional Summary

- A quality and result oriented supply chain professional with **1.9** years of experience in **Store And Development Department**.
- Good communication, problem identification and solving skills.
- Looking for next role as supply chain professional in a dynamic environment, which offers continual learning and Plenty of challenges.

John Deere India Pvt. Ltd. Pune

Jul 2022 to Present

Assistant Store Executive

Company Profiles

- John Deere India Private Limited is a world's largest farm equipment manufacturer having more than 100 companies in its operation in more than 30 Countries Worldwide. This is a 9001:14001 certified company, which is producing 35 HP to 110 HP range of tractor in India.

Job Responsibilities

- Working as a assistant store executive for Indirect Material warehouse handling overall 4.50 Cr. Inventory
- Maintain the all-warehouse activity.
- Taking the reservation and issued material to user on regular basis.
- Analysis material movement in SAP.
- To control Inventory cost analysis of material and revise to ROL and MOQ with taking help from user department.
- Track Non-Moving Inventory on Monthly Basis and Plan usages.
- Maintaining data of Job Work Challan, Create subcontracting challan.
- Service, Material & Import GRN posting and payment follow up.
- Lead and Co-ordinate Inventory Cycle Counting activity as per monthly plan.
- Day to day Co-ordinate with buyer for solve to invoices related issue and material shortages related issue.
- Day to day Co-ordinate with supplier for arrange to material delivery.
- Maintain the 5S in Warehouse and chemical yard, follow the FIFO method.
- Finding Non-moving material from last three & five years.
- Identification and closing of unsafe condition.
- Check daily Shortages of OM (Operator Manual) And say To the Buyer for Order as per Requirement.
- Monitoring daily shortage and follow up for material with respect to end user, buyer and vendor.
- Configuration activity in Area like PR, PO, RFQ, subcontracting PO, release strategy, invoice verification, service order and pricing procedure.
- Automation scrip for reservation posting and Tableau server link for bin location finding.
- Having knowledge about procurement activities related to indirect material and services.

- Purchasing of indirect material from various authorized dealers, Traders & OEM (Original equipment manufacturer) supplier.
- Sending enquiries and getting quotations from various suppliers.
- Negotiating price, terms & conditions and lead time with the suppliers & after analysing quotations finalize authorised vendor on lowest cost

Documentation

- Solving system related SCM (Supply Chain Management) problems.
- Responsible for submitting all document to finance.
- Responsible for creating all type of GRN like material, service, capital, import.
- Responsible for creating and closing all types of challan papers like subcontracting, returnable, rejection.
- Responsible for resolved all GRN issues with the help of buyer and taking daily follow up with mail communication.

Achievement & Strength

- Able to work in a group as well as independently.
- Positive thinking.
- Good inter personal relations & communication skill.
- Initiative & like to be a team member for achieving targeted goals.

Special Training

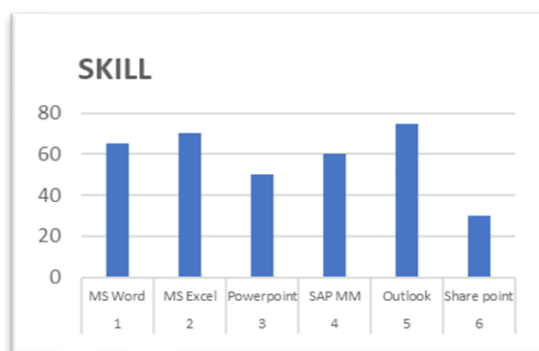
- Personnel Development
- Team building
- 5S, Safety
- Fire Safety
- Operating knowledge of SAP MM.

Projects

- Continuous improvement.
- Inventory Reduction. • V store project 70% increase storage location, Area optimization, manpower reduction.

Software skills

- Good Knowledge of SAP System in related transaction of procurement, finance, and warehouse Management.
- Hands on experience of SAP (Material Management module).
- Soundly work on: -
- 1) Microsoft Excel
- 2) Microsoft Word
- 3) PowerPoint
- 4) Outlook
- 5) SAP MM,
- 6) SharePoint.



Educational Qualification

	Qualification	Board/University	Year of passing	Percentage%
1.	Secondary	WBBSE	2019	52%
2.	Diploma in Mechanical Engineering	WBSCTE	2022	72.5%
3.	B. Tech in Mechanical Engineering	MAKAUT	Studying in 2 rd Year	

Personal Details

- Name : Akash Dolai
- Date of Birth : 13th June 2003
- Gender : Male.
- Languages Known : Bengali, English, Hindi & Marathi also.
- Hobbies : Traveling, listening music, Playing video game.
- Marital Status : Unmarried.
- Address : Vill-Kandarpapur, Post- Changual, P.S-Kharagpur(L), Dist. Paschim Medinipur 721301 West Bengal

Declaration

I hereby declare that all the information given by me is true and authentic to the best of my knowledge and belief.

Date: -

Place: -

Yours faithfully,
Akash Dolai