

Resume

Sandesh Uke

Vikash Nagar [Near Dr. Radhakrishnan Hs.School] Gudhiyari Raipur (c.g)

Email Id: sandesh_uke@rediffmail.com

Phone: 9685611152 , 7024232305

Dedicated:

Dynamic person with a Diploma Degree, Seeking Every Level Opportunity to Work in the Department of an Established Organization.

Education Qualifications

Education	Institution	University	Year Of Passing	Percentage
Bachelor Of Art	PT. RAVISHANKAR SHUKLA UNIVERSITY, RAIPUR	PRSU RAIPUR	2019	50%
Diploma Engineering	Nmdc Dav Polytechnic College, Dantewada	Csvtu Bhilai	2013	71.56%
12th	Mahabir Hr. Sec. School, Gudhiyari Raipur	Cg Board	2010	50%
10th	Raipur Convent Hr. Sec. School, Raipur	Cg Board	2007	64%

Work Experience:

WORKING IN **DISPATCH DEPARTMENT** OF SKA STEEL AND POWER (P) LTD. (**BLUE LINES TMT**) FROM JULY 2021 TO TILL DATE.

Worked At Dispatch Department of Lingraj Steel and Power (P) Ltd. From December 2015 To JUNE- 2021

Worked At M/S Baldev Pvt Ltd from November 2013 to October 2015, Siltara Raipur.

MY WORK & RESPONSIBILITY

- Sale contact (Add Booking, Daily Pendency)
- Conduct Loading Program
- Sale order
- Sale invoice & E –invoice (Infinity ERP, Tally Prime, Light House ERP)
- Way -Bill, Dispatch Order
- Maintain Material Stock, Monthly Sale Report & Brokers Commission Report

Technical Skill Set:

- Good Knowledge of Raw Material, Production Process, Quality Control. Costs And Design Techniques, Tools and Principle Involved in Production
- Strong Technical Skill.

Personal Qualities:

1. Result Oriented
2. Quick Learner
3. Hard Working
4. Responsible And Sincere
5. Excellent And Intre Personal

Project Undertaken:

Temperature Based Transformer Protection System Signaling Through Rfid Model

Workshop And Co-Curricular Activities

- Attended One Month Industrial Training At Nmdc, Bacheli
- Participated In Seminar Conducted By National Power Training Institute.

Personal Details

Father's Name	:	Sri Ashok Uke
Mother's Name	:	Smt.Lalita Uke
Date Of Birth	:	04/11/1992
Sex/ Civil Status	:	Male/ Married
Nationality	:	Indian

About

I Have Total 6 Year Experience in Dispatch Department. Steel Industries Rolling Mill MS Billet, TMT BAR (Blue Lines TMT)

Having The Responsibility. Greeting Customers and Helping Them with Their Enquiries.

Preparation of Next Day Dispatch Plan with Consulting Director Sir & Gm Sir. Take Early Morning Stock of All Items. Daily Check Pending Order in Erp Software (Infinity ERP) & Daily Dispatch Program Given to Party for Early Lift His Order. See Timely Dispatch of All Order Before Order Validity

Prepare Sales order against LC document.

All relevant document Like E-invoice, E-Waybill, Test certificate has dispatch along with material. Also, Production planning of TMT BAR according Party's Requirement.

Declaration:

I Hereby Declare That All the Information Mentioned Above Is True to The Best of My Knowledge andI Bear the Responsibility for The Above-Mentioned Particulars.

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