**CV**

 **Email:** **kiran.370534@2freemail.com**

 KIRAN **­­­­­­­­­­­­­­­­­­­­­­­**

**Career Objective :**

 **To work in a globally competitive environment on challenging assignments that shall yield the duel benefits of job satisfaction and professional growth.**

**Career Progression :**

**Organizations:**

 **Saud bahwan group (automotive) Toyota (MUSCAT) (As a parts picker) from 2008 to 2012**

 **Varun motors Maruti &Suzuki (Automotive) NIZAMABAD (As a store executive) from 2012 to 2016**

 **Stulz chspl india pvt ltd hyderabad Hyderabad ( As a store officer) from 2016 to 2017**

 **Softwares :**

 **DMS : Dealer management system**

 **WMS : Warehouse management system**

 **AS400 : IBM series**

 **Others : parts and purchase system : sbg developed software (visual basic)**

**Job Skills :**

 **Stores,**

 **Inventory control,**

 **Despatch logistics ,**

**Roles and Responsibilities :**

* **Receives and inspects all incoming materials and reconciles with purchase orders ; processes**

**And distributes documentation with purchase orders,**

* **Inform the purchase department well in advance about the items that reach the re-order**

**Level to order from supplies,**

* **Reports,**
* **Maintains the warehouse records area and stores area in a neat and orderly manner,**
* **Compiles report of expenditure, and monthly stock report;**
* **Work non-traditional hours on weekends and holidays,**
* **Deliver extraordinary service to customers,**
* **Answers questions regarding procedures and resolves discrepancies regarding receipts,**

**Deliveries warranties, repairs and surplus property.**

* **Additional responsibility includes Stores Kaizen activities,**
* **Perform related duties and responsibilities as assigned ,**
* **Preparing of final inspection data.**

**Profile summary:**

**Saud bahwan group (automotive) Toyota OMAN ( MUSCAT) (As a parts picker) from 26/06/ 2008 to 25/07 /2012**

**Varun motors Maruti &Suzuki (Automotive) NIZAMABAD (as a store executive) from 05/08/2012 to 05/10/ 2016**

**Stulz chspl Idia pvt ltd Hyderabad ( as a store officer) from 01/11/2017 to 30/04/2017**

**Working towards TQM :**

* **QCC (Quality control circle) activities**
* **SIT(supervisory improvement team ) activities**

**Personal skills:**

 **Comprehensive problem solving**

 **Willingness to learn**

 **Hard working mentality**

 **Positive attitude**

**Education Curriculam:**

**Graduate : B .A**

**D C A. Certificate Holder**

**Computer Knowledge : Word, Excel, Working knowledge with internet**

**Languages : English, Hindi, Telugu, {Read $write and speak.}**

 **Knowledge in Tamil and Arabic**

**Personal Information :**

 **Date of birth : 05-06-1986**

 **Nationality : Indian**

 **Religion : Hindu**

 **Sex : Male**

 **Martial status : Married**

**Hobbies : Music, Reading, playing cricket.**

**Declaration :**

 **I hereby declare that all the information given are true and correct to the best of my understanding and given an opportunity in your esteemed organization will deliver to the best of the expectations.**

 **Thanks,**

 **Kiran**