**DIPIN**

[Dipin.372486@2freemail.com](mailto:Dipin.372486@2freemail.com)



**Objective:**

To take up a more challenging job in a reputed organization where I can contribute effectively for its progress and prosperity whilst improving my proficiency and achieving more personal development in the field of Mechanical Engineering.

**Nationality:** Indian.

**Date of Birth:** 30th May 1986.

**Experience:** Total working Experience of 9 years.

**Sales officer**

25th January 2010 till date, **Saud Bahwan Group** (Reliable International Automotive LLC).

Dealer of Kia & Toyota ,Lexus,Ford Vehicle & Parts in Oman.

JOB RESPONSIBILITY

To ensure Parts Inventory control,Domestic Sales, Order planning, Parts purchasing, Pricing, Order placing & branch coordination &ware house coordination etc...

Role

* My prime responsibility is Parts Pricing for domestic & export customer
* Coordinate with supplier(Mobis)for order processing & claims.
* Maintain an inventory accuracy level with timely planning
* Order planning for domestic & export customer order.
* Coordinate with ware house team for dispatch &discrepancies.
* To Handle daily air & emergency order for our domestic/export purpose.
* Purchase Order tracking &critical backorder follow-up
* To Handle Branch coordination & enquiry from sales man
* Daily sale review & order for necessary part from principles
* To Handle Technical issues &Claim from service & customer
* Order reconfirmation & stock receiving .
* Order planning for Tyre, Oil &Battery & local purchase.

**Purchase Assistant**

10th October 2007, to 10th december. 2009 **Holtec Consulting company Ltd.** Delhi(India)

Holtec consulting company is the one of the biggest cement &power plant consulting company in the world.

JOB RESPONSIBILITY

* Order planning for fast moving parts for plant workshop.
* Local purchase of consumable items.
* Maintain proper inventory & handle supplier payment.

**Technician Apprentice.**

2006 September – 2007 September **BPL Limited**, Palakkad, Kerala India.

Designing & manufacturer of various types of medial equipments like ECG, Defibrillator, Bed side monitor, Oxy generator, etc….

* Working in mechanical section of the production line,
* Designing & drafting drawings for the section.
* To achieve production target

**Education:**

* Diploma in Mechanical Engineering

Government Polytechnic College Adoor, Pathanamthitta, Kerala, India.

(First Class with Distinction 75.65% Marks Year of Passing-April2006)

* Vocational Higher Secondary Education in Automobile

Trade: Maintenance &Repairs of Automobile (2 year)

C.N.P.P.M V.H.S.S Kattachira, Alappuzha, Kerala, India.

(First Class with Distinction 82% Marks Year of Passing-March 2003)

* Certificate in Mechanical CADD (AUTOCAD, PRO/E)

**Languages:**

* English, Hindi, Arabic, Malayalam (mother tongue).

**Skills:**

* Excellent computer skills in AutoCAD, Pro/E Wild Fire, Word, Excel etc.
* Excellent verbal and written communication skills in English.
* Knowledge of automobile maintenance .

**Driving License:** Valid Oman(light) &Indian License(Heavy)

**Interest:** Making Good Relations with people, Sports (Football & Cricket)

**Dipin**