

CURRICULUM VITAE

RUSHIKESH SUNIL BHOLE

+91 7057058830

rushibhole123@gmail.com

Ability to quickly grasp diverse topics/themes and communicate powerfully with the target audience. Strong literate aesthetic background, Excellent Communication skills.

Objective

To achieve proficiency in the field of my work by sincere and diligent efforts, aiming to reach heights through creative solutions in my work .

Working Of The Stores Activites

- 1.To ensure proper and continuous control over materials.
2. Issuing purchase requisitions to Purchase Department as and when necessity for materials in stores arises.
3. Receiving purchased materials from the purchase department and to confirm their quality and quantity with the purchase order Also Follow All Document Regarding IATF 16949.
4. Storing and preserving materials at proper and convenient places so that items could be easily located.
5. Storing the materials in such a manner so as to minimise the occurrence of risks and to prevent losses due to defective storage handling negotiations with all suppliers .
6. Issuing materials to various departments against material requisition slips duly authorized by the respective departmental heads.
7. Undertaking a proper system of inventory control, taking up physical inventory of all stores at periodical intervals and also to maintain proper records of inventory.
8. Providing full information about the availability of materials and goods etc., whenever so necessary by maintaining proper stores records with the help of bin cards and stores ledger Inward ,Outward,Good Receipt Note , stock inventory, etc.

Receiving Section

There are four kinds of inventories received by stores viz., (i) Raw materials, (ii) Stores And Supplies, (iii) Tools And Equipments, (iv) Work-In- Progress Or Semi-Finished Goods.

Personal Strength

- Exceptional talent and meticulous attention to detail, can innovatively handle complex Assignments and tight deadlines.
- Proficient in swiftly ramping up projects with competent cross-functional skills and ensuring on time deliverables within pre-set cost parameters.
- Professional skills, including a strong sense of Organizational Skills .

Work Experience

Origination	Position	Years
Pramod Fibre Plast Pvt Ltd	Sr. Store Officer	02-08-2022 To Till Date
Bolzen & Mutter India Pvt Ltd	Tool Store/Genaral Store /Purchase Officer	01Year 02 Month
Hindustan Fastners Pvt Ltd	Tool Store/Genaral Store Purchase Officer	3 Years
Sun Tel Global Pvt. Ltd	Jr Store Officer	2 Years

Education

Qualification	College/University	Grade
Diploma In Mechanical Engineering	IME Institue	Second Class
H.S.C	Nashik Divisional	First Class
S.S.C	Nashik Divisional	Secound Class

Computer Skills

Packages	S.A.P System (m.m) ,MS-Office, Tick production Erp (Word, Excel, Power Point etc.)
Operating Systems	Windows , Windows 7 , Windows 8 , Windows 10

Personal Details

Name	Rushikesh Sunil Bhole
Permanent Address	B-159 DGP Nagar – 01 , OPP. Ambedkar Nagar , Near Ganesh Temple , Nashik – Pune Road Nashik - 42006
Mobile No.	+91 7057058830
Date of Birth	28/06/1998

Extra Curriculum Activities

<u>Hobbies</u>	Traveling , Reading , Learning New Things
<u>Languages Known</u>	English , Hindi , Marathi

NOTICE PERIOD

1 Month

I hereby certify the information provided above is true to best of my knowledge.

Date: -

Place: -

Mr. Rushikesh Sunil Bhole