

Curriculum Vitae



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MOHAN RAI

293, Green View Colony,

Near Basket Ball ground Singapur Town Ship,

Talawali Chanda, AB road Dewas Naka

Indore (M.P.)

Mob: 9165356197

9993016463

EDUCATION QUALIFICATION

ACADEMIC

- Graduate (B. Com Computer Applications). Pass with 61.44%) In year 2012.
Commerce, Financial accounting & Foundation
[Shri Jain Diwakar collage Indore.]
[Devi Ahilya University, Indore (M.P.)]
- Sr. Secondary [M.P. Board with 64.25%.]
- A.G.S.S.V. High School Jabera, Distt- Damoh
[Sanskrit Board BHOPAL with 56.08%.]

COMPUTER PROFICIENCY

These are the Software, Application and Programs which are I have learned in above-mentioned Diploma course.

- I have operated Software SAP, ORECLE, and PROMPT.
- LOGI-SOFT, a Logistics Software of Lifecare.
- Fundamental of Computer & Information Technology.
- Operating System (WINDOWS 98, 2000, 2003, XP Professional etc.)
- MS- Office (Word/Excel/Power Point/Outlook etc.)
- Internet explorer etc.

WORKING EXPERIENCE

- ❖ I am present working in Lifecare logistics Pvt Ltd as operation manager and handling the operation of Shalimar paints Pvt. Ltd. Locations (PUNE, BHIWANDI, INDORE, AHMEDABAD, RAIPUR) From date 19.07.2021 to continue.
- ❖ 3.3 Years Shilpa Agencies (Carryfast Group) as a Depot Manager from date 23 April 2018 to 17.07.2021. Handling the operation of Emami Agrotech Ltd.
- ❖ 2.1 Year in Medicell Group, C&F agent of Lupin Ltd as Commercial executive from 18th March 2016 to 22th April 2018.
- ❖ 1.9 year in carry fast group in Indore from 23rd June 2014 to 17th March 2016 as Warehouse Manager cum Computer Operator.
- ❖ 3.5 Years as a Sales Executive in Wrigley India Pvt Ltd at Indore location. In Distributor point.
- ❖ 4.5 Year in Aristo Pharmaceutical Pvt. Ltd. As a Personal Assistant and Billing operator.

JOB PROFILE:

1. Handle operation of Shalimar Paints Ltd @ Location Indore, Bhiwandi, Pune, Ahmedabad.
2. Vehicle arrange and planning for stock out ward and stock transfer from market.
3. Communications with All sales person in company.
4. Controlling Billing, Accounting & Warehouse operation in all location.
5. Communication with transporters.
6. Invoicing/controlling GODOWN / controlling dispatches/Communication with stockiest/Maintaining A/c. (Brkg./Exp./Saleable credit notes/Replacements).
7. Preparing and Checking transport bill and track POD.
8. Monitoring cheque of Party and punch in SAP by depot.
9. Track credit note of party wise in SAP in All depot.
10. Internal and External audit, Process Audit and QEHS etc.
11. Hand over takeover of the operation.
12. Transport Quotation and bill payment working.
13. Maintain FIFO / FMFO.
14. Maintain BIN-cards in the material.

IN LOGISTIC: -

My role as a logistics manager is to arrange the vehicle form market at low cost and organize the storage and distribution of goods. I'm ensure that the right products are delivered to the right location on time and at a good cost. I may also be involved in transportation, stock control, warehousing and monitoring the flow of goods.

IN WAREHOUSE: -

As a Warehouse Manager, I manage the stock movement like Inbound and out bond, by invoice and stock transfer.

I am supervising the team with the receipt, dispatching, and storage of goods. Warehouse managers manage warehouse staff, vehicles and other equipment, and oversee security, sanitation, and administrative functions.

PERSONAL PROFILE

Father Name	Mr. Sharda Prashad Rai
Date of Birth	Aug 30, 1989
Permanent Address	N-293, Green View Colony, Near Basket Ball ground Singapore Town Ship, Talawali Chanda, AB road Dewas Naka Indore (M.P.)
Married Status	Married

LANGUAGE KNOWN: Hindi& English.**HOBBY:** Dancing, Reading Books, Traveling listening Music.

REFERENCE:

Referee:1	Referee 2
Mr. Lalit Sharnagat	Mr. Devendra Chouksey
Account Manager M/s Medicell Lasudiya Mori Dewas Naka Indore (M.P.)	Senior Store Manager M/s Inox Wind Ltd. Mandsaur (M.P.)
Cell No. 9926322861	Cell No. 98260-87258

Declaration

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the corrections of the above-mentioned particulars.

Place - Indore

Date - -----

(MOHAN RAI)