

# RESUME

**MR. RAMESH NARAYAN SONAWANE**

**Address:**

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Dist –Jalgaon

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**Career Objective :**

The work in challenging & responsible position in the field of **WEREHOUSE, LOGISTICS, DISPATCH, and STORE** becomevaluable resource for the organization.

**Professional Qualification :**

Course	Year of Passing	Percentage [ % ]
DSM – Diploma in store management	2017	70.05
ITI – Wireman	1997	72.69

**Educational Qualification :**

Course	Year of Passing	Percentage [%]	Awarding Authority
B.Arts	2001	62.33	North Maharashtra University, Jalgaon
HSC	1997	55.50	Maharashtra State Secondary & Higher Secondary Board, Nashik
SSC	1993	60.00	Maharashtra State Secondary & Higher Secondary Board, MUMBAI

**Work Experience:**

1 ] **The Supreme Industries Ltd.** Gadegaon , Jalgaon [ PVC manufacturing ]

**Period:** Dec. 2007 to 15 June 2024. **Designation:** Sr. Executive.

2] **Sentini Flowpipe [P] LTD.** Kothapalli Kowrugunta, SPS, Nellore ,524 152 [AP] , Period: 16 June 2024. To till Dt.

**Designation:** Logistics Dispatch, Jr.Manager

**Store Operation :**

- # Prepared and maintained books of SAP
- # Responsible all transition like indent [ P R ], GRN & Material Issue.
- # Maintain material Max. & Min.
- # Responsible of canceled and damaged items back to vendors as goods rejection note. **[RETURNABLE OR NON RETURNABLE GATEPASS ]**
- # Maintain Store operations activities including shifting and receiving, deliveries.

- # Coordinating stock, documenting store transactions, maintaining records of storage Of inventory .
- # Handling all store activities & handling SAP System.
- # Responsible of Daily & department wise consumption report
- # Preparation of store activity like PR, Issue, outside & inside job work RGP material activity.

#### **Warehouse Operation :**

- # Use of refurbished material from site return material lying at warehouse.
- # Accuracy of inventory lying at warehouse [ Stock report Vs. Physical ].
- # Availability of material for deployment and order & material as per requirement/ Indent/Roll out plan.
- # Implement warehouse & inventory processes as per corporate guidelines & get the successful audits.
- # Inventory Age : for 90days lying should be minimum at the circle, coordinate with deployment & order & material department for timely consumption of inventory as per their requirement raised/orders.
- # To carry out periodic scrap disposals for declared scrap items lying at Warehouse.

#### **Total Dispatch & Logistics Operation :**

- # Group work with manpower handling, preparing loading sheet [ Delivery Note ] or packing list.
- # Co-ordinate with marketing & customer care dept.
- # And also handling billing activities, documents like other issues documents generate.
- # Material recovery – within 15 days of requisition from project.
- # Set department / division goals based on companies plan.
- # Providing the tankers/trucks to the plant as per dispatch order received from local sales dept, implement schedule and any change on last movement, checking the barge after unloading.
- # Sending daily report to all logistics team and management, checking pending LR and communicating with the operator/staff, arranging transport for inbound & outbound.
- # Participate in corporate sales planning and responsible for ensuring high customer satisfaction through end to end services, handling factory logistics function.

#### **Computer Proficiency :**

- # Working knowledge of various application packages like **SAP, ERP 9, MS Office,**
- # Well versed with MS-Excel, MS-Office.
- # Familiar with the use of internet applications.

#### **Strengths :**

I am industrious, honest and self-motivated with positive attitude towards my career & my life.

I am flexible, consistent, like to work in team, leadership, co-ordinate work related operation and so as accepting any challenge work related any time .

#### **Personal Details :**

<b>Date of Birth</b>	-	29 <sup>th</sup> May 1977.
<b>Marital Status</b>	-	Married
<b>Languages known</b>	-	English, Hindi, and Marathi.
<b>Hobbies</b>	-	Watching movies and traveling.

**Declaration :** I hereby declare that the facts given in resume are correct to best of my knowledge and belief.

**MR. RAMESH N. SONAWANE**

