CURRICULUM RESUME

Chandan Singh chauhan

 **P 26 Prakash vihar colony sewala Jat**

 **Gwalior road Agra (U P.) 282001**

**OR**

**Mob. +91 7669382404**

 **Email: - chandansinghchauhan07@gmail.com**

CAREER OBJECTIVE

**Fully utilize the opportunity given to me and serve to achieve the best on behalf of the organization by enhancing my skills and abilities on the cutting edge of global competition and technology keeping in view business standards.**

WORK EXPERIENCE

 Company: - Kairos Security Health and Composite Service Pvt. Ltd

 (Gvkemri Health and Composite Service Pvt. Ltd)

Designation: - Executive

Duration: - May2023 to till now

Job Responsibilities: - Managing the store follow ISO

 manager Fofo OR LIFO / ISO in store

 Handling Store Process

 Inventory control / manager maximum & minimum stock in ERP

 Purchase order place in ERP

 Gate enter, MRN, issues material in ERP

 Delivery challan, E-way bill, sales bill in ERP

 Check inward material, safety or quality manager

 all ERP system work

 Company: - K B Polychem (Indian) LTD

Designation: - Executive

Duration: - May2023 to January 2025

Job Responsibilities: - Managing the store follow ISO

 manager Fofo OR LIFO / ISO in store

 Handling Store Process

 Inventory control / manager maximum & minimum stock in ERP

 Purchase order place in ERP

 Gate enter, MRN, issues material in ERP

 Delivery challan, E-way bill, sales bill in ERP

 Check inward material, safety or quality manager

 all ERP system work.

Company: - **ARORA METAL WORKS**

Designation: - Executive

Duration: - October 2019 to April 2023

Job Responsibilities: - Managing the store follow ISO

 manager Fofo or LIFO / ISO in store

 Handling Store Process

 Inventory control / manager maximum & minimum stock in ERP

 Purchase order place in ERP

 Gate enter, MRN, issues material in ERP

 Delivery challan, E-way bill, sales bill in ERP

 Check inward material

 Dispatch manager, safety or quality manager

 warranty part & technical check warranty part and all ERP system work.

Company: -  **ANU INDUSTRIES Pvt. Ltd**

Designation: - Jr. Executive

Duration: - December 2018 to September 2019

KiJob Responsibilities: - Managing the store follow ISO

 manager Fofo or LIFO / ISO in store

 Inventory control / manager maximum & minimum stock in ERP

 Handling Store Process

 Purchase order place in ERP

 Gate enter, MRN, issues material in ERP

 Delivery challan, E-way bill, sales bill in ERP

 Check inward material

 Dispatch manager, safety or quality manager

 warranty part & technical check warranty part and all ERP system work

Company: - **NRL Motor Pvt. Ltd**

Designation: - Assistant Store Parts Manager

Duration: - December 2015 to Nov 2018

Job Responsibilities: -

 Managing the store follow ISO

 manager Fofo or LIFO / ISO in store

 Inventory control / manager maximum & minimum stock in ERP

 Handling Store Process

 Purchase order place in ERP

 Gate enter, MRN, issues material in ERP

 Delivery challan, E-way bill, sales bill in ERP

 Check inward material

 Dispatch manager, safety or quality manager

 warranty part & technical check warranty part and all ERP system work.

Company: - **Premotor(India).Pvt.LtdAgra** Designation: - Services Advisor

Duration: - August 2012 to November 2015

Job Responsibilities: - Listen to the problems of the customers properly and provide the best possible solutions to them.

 Check the vehicle after it is repaired.

 To look after all efficient operation of the workshop.

**PROFESSIONAL QUALIFICATION**

Three Year Diploma in Mechanical Engg (Automobile) From Board of Technical Education Lucknow (U.P)

**ACADEMIC QUALIFICATION**

Completed XIIth from U.P. Board, Allahabad

Completed Xth from U.P. Board, Allahabad

**ADDITIONAL QUALIFICATION**

PRO-E from Central Institute of Tool Design (MSME)

Familiar With MS Office and Internat operation.

**SUMMER TRAINING**

U.P.S.R.T.C Agra from U.P Government

**HOBBIES**

Preparation of Drawings through AUTO CAD

Listening Music

**PERSONAL PROFILE**

 **Name : Chandan Singh Chauhan**

 **Father's Name : N. S .Chauhan**

 **Date of Birth :** 4th July 1990

 **Marital Status : Un**married

 **Nationality :** Indian

 **Sex :** Male

 **Language Known :** English & Hindi

**DECLARATION**

I hereby declare that all the details mentioned above are true to the best of my knowledge and belief.

**Date:-**

**Place:- Agra Applicant's Signature**

 (Chandan Singh chauhan)