**RESUME**

**NAME - SHUBHAM SAHANI**

* ADDRESS – H NO 259 ATAL COURAHA,SHYAM NAGARBARKHEDA PATHANI BHOPAL,PIN CODE – 462022 MP
* E-MAIL- [***sahanishubham703@gmail.com***](mailto:sahanishubham703@gmail.com)
* Contact no – **8819029439**
* **Personal Statement-:**
* To secure a challenging career in an organization that utilizes my current skillset, provide me space to Learn and excel while increasing my knowledge base as a professional and as a person.
* **Professional Summery-:**
* An astute team person with 04+ years of experience in Automotive Sector & Steel plant in Inventory Control, Material Planning, Stock Re-conciliation, Spare Parts, Stores Operation, Warehouse Management & Layout.
* **HERO MOTORS LIMITED . (Current Employer- (April-2024 Till now)**
* **Store Technical Associate** - 10 km stone, G.T Road, Post-Dujana-203207 Dadri, dist.-Gautam Buddha Nagar (U.P) Ph- +1202674208.
* HERO MOTORS LTD (A Division of Hero Cycle Ltd. Ghaziabad) is IATF 16949:2016, EHS, ISO 14001, ISO 9001:2015, ISO 45001:2018, ISO:50001 Certified Company has more than Rs. 4000 cr. annual turnovers. Group Flagship Automotive Company producing Engine block, Rear Carrier, Swing Arm, Main Stand, Chain Case, Saree Guard, Handle, Kit step, Pivot, Cycle frames for E-Bike.
* The major customers of our company are Hero Moto Corp, Hero Electro (India), HNF Nicolai (Germany), Firefox (India), LG.
* **Duties & Responsibilities**
* Managing **incoming** and **outgoing** material as per the laid down procedures in Stores
* Review of material **identify /** **shortage** / **excess**
* Making **GRN** IN **SAP MM Module**
* Weekly Rejection Review & Return back
* Making Rejection / E Way Bill / Job Work Documentation in SAP
* Co-ordinate with Accounts for bills
* Co-ordinate with Purchase for Discrepancy bills
* Training and educating Stores team members in their day to day operation activity (5s, Safety, Material Handling, loading / unloading)
* Keeps and updates records of goods received
* Upkeep of records as per Internal & External **audit requirements**
* To supervise material movement from Receipt to Main Store & Main Store to Production Line and parts kept at appropriate location to avoid misplacement
* Manage space and determine storage methods according to the manufacturer's guidelines and Company safety procedures
* To perform any other duties set by Management and my reporting Manager those are not included in the above job responsibilities
* **Inventory Management-:**
* Finalization of Inventory levels viz. Maximum, Reorder, Minimum and Buffer levels for all the production related consumable, keeping in view monthly/ weekly consumption and lead time for procurement
* Planning of layout of store room so that materials are easily identified and accessible
* Feedback to Purchase wing for necessary procurement, action so as to avoid shortfall
* **Stock Verification**
* Conducts periodic stock verification and reconciliation for identification and elimination of discrepancy, if any so as to bring it to the notice of higher authorities and also to take corrective action
* **BHASKAR INDUSTRIES PVT LIMITED(Previous Employer)03-oct- 2023 to 19-mar-2024.**
* **Assistant Fitter-**Different types of machines like ( Lathe Milling machine ,Drill machine ,Shaper machine) learning & operating &Assembling work with maintenance and safety.
* **HONDA CAR INDIA LIMITED(Previous Employer)16-feb- 2021 to 15-mar-2023**
* **Vehicle Quality-** Paint inspection , Interior inspection ,Exterior inspection
* Application software – QICS (Quality Information Control System).
* **BHARAT HEAVY ELECTRICALS LIMITED( Apprenticeship Training) 7April 2018 to 6 April 2019.**
* Different types of machine learning and doing work with maintenance and safety. There was a proper effort to maintain the quality of the product beyond the customer expectation.
* **Academic Qualification**
* ***Matriculation***education from Madhya Pradesh Board in 2014.
* ***I.T.I***  trade ***Machinist*** education from Govt. Model I.T.I N.C.V.T in 2017
* ***Senior Secondary***education from Madhya Pradesh Board in 2020.
* ***Diploma Mechanical Engineering*** from R.G.P.V (pursuing*)*.
* **IT & other Skills**
* **Application** - MS – Office (Word, Excel, Outlook, PowerPoint.
* **Operating Systems** - Window 98/2000, 2003, XP & Vista, 2007, 2008.
* **Inventory Package** - SAP – Material Management Module .
* **Personal Assets**
* Self-Development, Communication, Interpersonal and Problem-Solving Skills.
* High level of confidence and determination.
* Adaptability to different environments and quick learning capabilities.
* Team Work, Flexible, Punctual and Interest to Learn New Things.
* **Personal Details** 
  + Name : SHUBHAM SAHANI.
  + Father Name : RAMPRATAP SAHANI.
  + Sex : Male.
  + Date of Birth : 15 July 1998.
  + Language : Hindi & English .
* **Deceleration**
* I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

**( Shubham Sahani )**

* **Present Salary-: :02.70 Lacks CTC (ANNUAL)**