**MR. RAMESH NARAYAN SONAWANE**

**Address:**

Vinayaka colony, plot no. 41,

Shivpur Kanhala Road,

Bhusawal – 425201 Email Id : [rameshsonawane2011@rediffmail.com](mailto:rameshsonawane2011@rediffmail.com)

Dist –Jalgaon rameshsonawane29577@gmail.com

Mobile No. 9511819590

**Career Objective :**

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

**Professional Qualification :**

|  |  |  |
| --- | --- | --- |
| **Course** | **Year of Passing** | **Percentage [ % ]** |
| **DSM – Diploma in store management** | 2017 | 70.05 |
| **ITI – Wireman** | 2005 | 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 :**

The Supreme Industries ltd. Gadegaon , Jalgaon [ PVC manufacturing ]

**Period**  : Dec. 2007 to Till Date.

**Designation** : Executive

**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 ]**

# Required material Co-Ordination of purchase dept.

# 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 Purchase Reqation, 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 :**

**Date of Birth** - 29th May 1977.

**Marital Status** - Married

**Languages known** - English, Hindi, Marathi.

**Hobbies** - 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**