CURRICULUM VITAE

**Girdhari Ram Jangir, Graduate, 11-Year Experience in**

***Logistics & Supply Chain Management***

**GIRDHARI RAM JANGIR**

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House No.-2,Village-Naharpur

Near Minda Ricca, Gurgaon, Haryana

**Objective:-**

Seeking a challenging and rewarding opportunity with an organization of repute which recognizes & utilizes my true potential while nurturing my analytical and technical skills.

**PROFESSIONAL EXPERIENCE**

* Over 11 y*ears* of experience in LOGISTICS, STORES, OPERATIONS AND WAREHOUSE MANAGEMENT.
* Functional Area : LOGISTICS /WAREHOUSE /STORES/SCM.
* Role : OPERATION/MIS/PLANNING.
* Passport No : J5903300.

**QUALIFICATION SNAPSHOT**

* *BA (Arts) Graduate from MDS University, Ajmer, Rajasthan.*
* *One year Diploma in Certified Professional Accountant from NIFA Institute Jodhpur, Rajasthan.*
* *Intermediate from Senior Secondary School, Rajasthan (2008-2009).*
* *Matriculation from Senior Secondary School, Rajasthan (2006-2007).*

**ORGANIZATIONAL DETAILS**

**Working Experience:-**

Presently working with Sensetek Optical India Pvt Ltd. as a Warehouse Sr. Executive in PMC Department at Manesar Gurgaon from June-2019.

Job Responsibilities

* Coordination with production team and issue raw materials as per requirements
* Proficient in Stock Reconciliation & Physical stock maintenance
* Receive finished materials from production and dispatch as per FIFO
* Handling import and export shipments
* Follow up with all freight forwarder for timely delivery of dispatched cargo
* Planning, organizing, and controlling of Warehouse’s overall operations
* Managing overall operation, receipt, storage, retrieval, and timely delivery of goods, document delivery information, recording
* Maintaining and circulating management reports/templates
* Motivating organizing and encouraging teamwork within the workforce to ensure set productivity targets are met.
* Monitor all the quality standards set by the company from time to time are met and records maintained
* Supervise monthly/Quarterly/Half-yearly/Yearly audits
* Monitoring stock accuracy levels as per the company targets and processing orders as per timelines defined
* Achieve all the KPIs and SLAs laid down by the company
* Training 3PL staff and monitoring their performance and progress
* Communicating with other departments, staffs groups for resolving operational challenges and process improvement
* Ensuring quality, delivery, and KPI objectives are met
* Delivering and fulfilling objectives and directions from the head of operations
* Carrying out responsibilities for the use of automated and computerized systems
* Responding to and dealing with customer communication by email and telephone
* Keeping stock control systems up to date and planning future capacity requirements
* Producing regular reports and statistics on a daily, weekly, and monthly basis
* Briefing team leaders on the Task for that particular day
* Conduct review meetings to monitor the quality of services
* Ensuring the health and safety, cleanliness, and security of the work environment

**Previous Work Experience:-**

**1. 3.2 years working experience as a warehouse manager with Spear Logistics Pvt. Ltd. from Feb-2015 to June-2019.**

**Client:- Honeywell International Pvt. Ltd. (Life Safety).**

**2. 1.8 years working experience as a warehouse In charge with Lucky Pharmaceuticals Pvt. Ltd. from July’14 to Feb’2015.**

**3. 1.8 years working experience as a warehouse executive with Expeditors International Pvt. Ltd. C/o Shankar Logistics Limited from April’12 to July’14.**

***Clients:*-**

* **True Vino Pvt. Ltd.**
* **Anixter India Pvt. Ltd.**
* **Mitsubishi Electric Pvt. Ltd.**
* **Honeywell International Pvt. Ltd. (ADI Division).**
* **Honeywell International Pvt. Ltd. (Life Safety).**
* **OYO Rooms Pvt. Ltd.**

**4. 2.6 years working experience as a MIS HEAD with Om Logistics Limited from Nov’09 to April’12.**

***Client:* - Bharti Airtel Ltd, New Delhi**

**CORE STRENGTH**

An overall 11 years’ experience in ***Logistics, Warehousing, Purchase & Supply Chain Management.*** Self-motivated individual with passion to achieve & learn. Comprehensive problem solving abilities, innovative, negotiate skill, experienced, discipline, determination, dedication and to be an asset of an organization.

**Technical Knowledge**

Skilled in Ms-Dos, Windows, MS office with e-mail, Internet, **WMS, EDMS, Oracle, SAP, Easy Sol,BoTree** and ability to learn various in-house developed Software’s quickly.

**PERSONAL DETAILS**

Name : Girdhari Ram Jangir

Date of Birth : 10th May 1990

Father’s Name : Ganapat Ram Jangir

Sex : Male

Nationality : Indian

Languages Known : English, Hindi and Regional.

Marital Status : Married

**Permanent Address:-**

Girdhari Ram Jangir S/o Ganapat Ram Jangir

VPO : Rotu,

Tehsil : Jayal,

Dist. : Nagaur (Rajasthan)

Pin : 341023

**Declaration:-**

I here by certified that the information given above is true to the best of my knowledge.

Place**: -** Gurgaon

Date: **-**

(Girdhari Ram Jangir)