

RESUME

P Ravi

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Career Objective

Seeking a responsible post for challenging position and looking forward to making a Significant contribution in a company that offers gives a genuine opportunity for progression.

Career Summary

- A result driven, self-motivated and resourceful logistics executive hands on experience of 3years.
- Knowledge on order processing and downloading.
- Excellent in refining transport systems to improve.
- Extensive practical knowledge of the distribution of products.
- Proficient in all aspects relating to management and regulatory and statutory compliance.

Work Experience

- **Client Name:** Dell international services India Pvt. LTD.

Roles and Responsibility:

- Ensure all Logistics and Distribution plans have an integrated approach to the organization's strategic objectives.
- Responsible Material INWARD & OUTWARD activity (Regular Materials, Pre-shipment samples, and FG material).
- Responsible for the Materials and inventory in-line with the business needs.
- Track inbound shipments, coordinate with CHA to organize Annexures for earliest clearances, Bonding, bond closure, asset identification, etc.
- Provide weekly/monthly reports to the respective stakeholders as per agreed internal understanding.
- Responsible for the Materials and inventory in-line with the business needs.
- Ensure take the required approval to outbound the material.
- Ensure to take total compliance with corporate policy and procedures and all local laws.

- Access required tools to check the status of the orders and configuration.
- Process the assigned orders to meet the perfect results.
- Coordinate with the vendors to meet delivery schedules.
- Analyzing and reporting on daily, weekly, monthly quarterly basis.
- Co ordinating with other team to get the required documents.
- Ensure all material before out bound Configuring, reimaging, Data wipe in all platforms.

Educational Qualification

- Bachelor of Technology in mechanical engineering from MOTHER THERESA ENGINEERING AND TECHNOLOGY with 60%. In 2016.
- HSE from Mother Theresa Junior College under State Board with 67% In 2012.
- SSC from Government High School GLS Form under Board of Secondary Education with 56% In 2010.

Personal Details

Father Name : P Narasimha Reddy
Date of Birth : 25-8-1995
Nationality : Indian,
Marital Status : Single
Gender : Male,
Languages Known : Telugu, English, Kannada, Hindi.

Declaration

I hereby solemnly affirm that all details provided above are true to the best of my knowledge and belief and that all the time, I shall carry myself in a manner that lends dignity to the organization and worthy enough of the person.

P RAVI

