

Rahul Joshi

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PROFESSIONAL VALUE OFFERED

A Competent and Diligent **MBA with 6+ years'** experience in **Logistics, Supply Chain Management, Distribution, Finance, MIS & Accounts and Taxation Compliance** matters relating to varied industry domains seeking a challenging position in a world class organization ; demonstrated skills to prioritize multiple and complex tasks, proven ability to work independently as well as perform as a team member. An excellent communicator with demonstrated capabilities in developing and managing accounting systems and implementing complex multiple transactions successfully and efficiently, driven by a passion for achieving high quality at work; Possess strong organizational & relationship management skills while maintaining high standards of personal performance and professionalism with ability to relate to people at any level of business and management

PROFESSIONAL CREDENTIALS

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| • MBA Distance Learning from Welingkar Institute of Management
(Banking, Investment & Insurance Management) | 2011 |
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ACADEMIC CREDENTIALS

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| • Bachelor of Commerce from Mumbai University | 2006 |
| • HSC from Podar College, Santa Cruz, Mumbai University | 2001 |
| • SSC from Raja Ramdev Podar School, Mumbai | 1999 |

KEY COMPETENCIES

Supply Chain Management ~ Logistics ~ Distribution ~ MIS & Accounting ~ Finance ~ Operations Management ~ Data Management ~ Fund Management ~ Compliances

PROFESSIONAL EXPERIENCE

**Ambuja
Cement**

AMBUJA CEMENT LIMITED

Jun 2010 till Present

Commercial Officer - Distribution Department

- The main responsibility of Distribution is to distribute /supply cement to the market, as per the requirement of Marketing Department.
- Orders are dispatched as per the instructions given time to time by Marketing Dept.
- Monitor and execute timely dispatches of orders in bag and to RMC plant in bulk

MIS

- Maintaining, preparing and updating the database/ MIS for the management
- Collating together daily / weekly / fortnightly / monthly reports
- Identifying scope for enhancing database quality & greater operational efficiency
- Assessing feedback, evaluating & providing critical feedback on areas of improvements
- Coordinating / following up with various internal and external departments

NBHC is part of a unique commodity ecosystem, which provides Complete Solutions in Commodity and Collateral Management along with its stakeholders, Financial Technologies (India) Ltd (FTIL) and the Nation's premier commodity exchange - Multi Commodity Exchange (MCX).

Finance & Accounts Executive

Key Responsibilities:

- Handling issuance of cheques and vendor payments
- Preparing tax statements; working on TDS, Service Tax and 'C' Foam



Senior Operation Executive (Travel Card)

Key Responsibilities:

- The preparation of MIS on a daily basis; created Maker & Checker Id for INSTRACELL
- Refill and refund of all cards and transfer of balances
- Generation of Web & ATM pins
- Linking / Mapping and Hot Listing of cards
- Transaction related queries and solved all Travel card related problems

SKILLS & STRENGTHS

- Good interpersonal skills, fluent and articulate communicator and well networked
- Accurate, punctual and organized, pro-active in following through.
- Positive attitude and ability to succeed in challenging atmosphere & under pressure
- Team player & has an excellent leadership & people development skills
- Professionally committed, Responsible with Integrity and Trustworthiness

COMPUTER SKILLS

- MS-Office Suite of Applications including Excel, Word, Power Point, and Internet.
- Have basic knowledge of Computer operations
- Windows 98, 2000, XP, Internet and SAP

PERSONAL INFORMATION

Address: 402, Gokuldam Apt Manpada Road Sagawan Dombivali East
Interests: Travelling, Reading of Historical books and Trekking on Forts
Date of Birth: 13th October 1983
Nationality: Indian

Date: (Rahul Prakash Joshi)