

CURRICULUM VITAE

Post: Assistant Manager /LSS STORE/PURCHASE

SHIV PRAKASH TRIPATHI	Address: C- 149 kotla mubarkhpur New Delhi 110003 e-mail id: shivprakash101@gmail.com Mob. No. - 9315641736
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OBJECTIVE: *To be a team member in your dynamic, goal oriented organization to Achieve a versatile & key position in my profession through my Knowledge, hard work & your experiences.*

Education Qualification:

Year	Qualification	Board/University	Division
2010-2012	B.sc	Dr. R.M.L. University Faizabad up.	Second Division
2004-2006	D. Pharma	M.G.C.G.V. Chitrakoot m.p.	First Division
2002-2003	Intermediate(10+2)	UP Board	Second Division
2000-2001	High school(10 th)	UP Board	Second Division

Personal Skills:

- Good subject knowledge
- Comprehensive problem solving ability.
- Commend on HIS & HMS software, EAM, ERP.

SKILLS SUMMARY:

- Well-versed in all aspects of Purchase including Planning, Negotiation, Purchasing and ensuring Deliveries on time.
- Have High Source of Vendor Development capability and Negotiation Skills.

Job Experience:

- **Medicover Hospitals (Hi-Techcity, Hyderabad) :** (Experience Sept'20 to till Date) Working as a AM for Purchase and taking care of Procurements of Civil work / IT and Pharmacy as per the requirement from the Units.
- **METRO HOSPITAL DELHI: (Experience – 0-4 YEAR) DESIGNATION:** Pharmacist. (IN IPD) PHARMACY.
- **RG STONE HOSPITAL DELHI :(Experience- 1.5 year) DESIGNATION:** Pharmacist (In IPD OPD) Pharmacy.
- **PARASH Hospital GURGAON :(3 months) DESIGNATION:** Pharmacist (In OPD) Pharmacy.
- **BATRA HOSPITAL DELHI: (Experience- 1.5 year) DESIGNATION:** Pharmacist (IN OT STORE)

- **MAX HEALTH CARE NOIDA:** Procurements, Stocks, Inventory, Monthly request, Non Moving , Purchase, Making PO, GRN , MIS report AND Inventory management (In Material Pharmacy) Pharmacy
Handle Pharmacy store, Stocks, Implants, non medical items, medical instruments.

Key Responsibility Areas:

Vendor development for urgent indent.

Vendor co-ordinations and delivery plan according to the prompt requirements.

Maintains optimum stocks and inventory.

Responsible for complete purchase operations with accountability of precision and purchase targets and executing them in a given time frame.

To maintain FIFO (first in first out).

Ensuring maximum availability & fill rates of the products against indents.

Raise PO according to requirement.

Regular checking of margin provided by supplier as agreed, in any discrepancy co-ordination with account to raise debit to the supplier.

Responsible for the overall management of inventories of all stores and sub stores.

To establish Reorder levels for all stocked goods.

To take rounds in the Wards to check for the NABH Compliance.

Professional Experience:

Certificate of Participation: supply chain Programme Enabling Excellence in Delivery.

PERFORMANCE AWARD: certificate of the Shining Star.

Achievements

- Got GEM award for best employee for the month of Dec 2018
- Got appreciation letter for best service during NABH audit at Max Hospital Greater Noida in 2018.
- Received Long Service Award OF 5 Year.

Hobbies & Interest: Reading & interacting with people.

Personal Details:

Name : Shiv prakash Tripathi
Father's Name : Shri T. N. Tripathi
Nationality : Indian
Gender : Male
Date of Birth : 10/31/1987
Marital Status : Unmarried
Language know : Hindi, English
Permanent address : Village – kunda
Post- kunda
Dist - Pratapgardh
U.P.

Date: -

Place:-

Shiv Prakash Tripathi