**CURRICULUM VITAE**

**Krishna Joshi**

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**PASSPORT NO-: J8603089**

**Objective**

 I look forward to work in an organization where, I can enhance my conceptual, technical skills to the maximum extent for the growth of organization.

 A Senior Stores/ Distribution Officer position to assume responsibility in logistics/stores and to work in an environment, which produces new challenges before me to exploit my potential to its maximum.

**Work Experience, Engineering Skills & Responsibilities**

* Working as **“Dispatch In-charge -** In **TIRUPATI STRUCTRALS LTD (TSL)** since **June 2016 to till date.** Which is a leading manufacturer of **UPVC Pipes, HDPE pipes, PVC Fitting, Garden Pipe, & Water Tank.**

 ***Responsibility:-***

* Plan, schedule and monitor material movement in production cycle to ensure continuous operations.
* Track material shortages and provide immediate resolution.
* Monitor inventory status and generate inventory reports to Production Manager.
* Generate reports on production shortages and sales impact to Factor Manager for analysis.
* Develop process improvements for inventory, manufacturing and production control systems.
* Evaluate production control activities to ensure that final product meets customer specifications.
* Handling activities related to dispatch, Stock Availability at Distributor level.
* Leading team for taking physical inventory in the end of every month.
* Responsible for Transportation & Logistics.
* Arrange Vehicle for Dispatch**.(ASPER MATERIAL REQUERMENT)**
* Negotiate with transportation rates of services.
* Worked as **Quality Control & Dispatch In-charge - In Gulf Cans & Packaging Industry (GCPI), Sohar (Sultanate of Oman**). Since March 2015 to may 2016.

***Responsibility of Quality control & Dispatch:-***

* Draft quality assurance policies and procedure.
* Interpret and implement quality assurance standards.
* Plan, conduct and monitor testing and inspection of materials and products to ensure finished product quality.
* Investigates customer complaints and non-conformance issues.
* Analyzes data to identify areas for improvement in the quality system.
* Prepare reports to communicate outcomes of quality activities.
* Responsible for prepare dispatch MIS reports & completion of all documentation in day-to-day basic.
* Leading team for taking physical inventory in the end of every month.
* Responsible for Transportation & Logistics.

***Company Profile-:***

 **GCPI** makes Tin cans to exacting standards specified by the customers, by highly skilled workmen, in state-of-the-art facilities, and then delivered to specification, on budget and on time. For our customers, the choice, value and reliability we provide combine to make a real difference to their own business success. Our existing product range consists of cans suitable for the following products.

* Worked as **“Dispatch OFFICER”-** In **TIRUPATI STRUCTRALS LTD (TSL)** since **March2010 to March 2015.** Which is a leading manufacturer of **UPVC Pipes, HDPE pipes, PVC Fitting, Garden Pipe, & Water Tank.**

***Responsibility:-***

* Handling activities related to dispatch, Stock Availability at Distributor level.
* Responsible for prepare dispatch MIS reports & completion of all documentation in day-to-day basic.
* Generate Invoice **(INVOICE TYPE TAX INVOICE, SALE INVOICE, TRANSFER INVOICE, and JOB WORK INVOICE)** and Gate Pass.
* Leading team for taking physical inventory in the end of every month.
* Responsible for Transportation & Logistics.
* Arrange Vehicle for Dispatch**.(ASPER MATERIAL REQUERMENT)**
* Negotiate with transportation rates of services.

***Company Profile-:***

* Manufacturers of **UPVC Pipes & HDPE Pipes, Water tank, PVC fitting,** by the name of TIRUPATI STRUCTURALS LIMITED in India with the turnover of more than 2000 metric tons per month.

**Academic Qualification**

* High school from U.A. Board in 2004.
* Intermediate from U.A. Board in 2006.
* Graduation (B.A.) from K.U. Nainital in 2010.

**Professional Qualification:-**

* Computer software diploma course form skan netcom.
* Computer software course form isas.
* Ms office (MS World, MS Excel, MS Access, MS Power Point)
* Computer languages (c, c++, html, visual basic etc)
* Internet knowledge/ E Mailing System Knowledge,
* Typing knowledge Hindi & English.

 ***Personal Skills-:***

* Sound Knowledge in Customers Service and office Administration Skills.
* Excellent Interpersonal and Communication skills.
* Bear an ordered and logical approach towards work.
* Always do work with honesty and dedication.
* To do work with full commitment.

**Personal Details:**

 Father’s Name : - Sri Manohar Prasad Joshi

 Mother’s Name : - Mahadevi

 Date of Birth : - 12 June 1987.

 Nationality : - Indian.

 Marital Status : - Unmarried.

 Religion : - Hindu.

**Declaration:**

 Here by I declare the above mentioned information is true to my knowledge.

**(Krishna Joshi)**