

CURRICULUM VITAE

(Asst. Storekeeper)

RANVEER KUMAR

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Personal Strength: -

Sincere, hard working, capable of taking independent decisions, handling critical situation, capable to work under pressure, self-motivated, all-rounder skills, quick learner and enthusiastic.

Objectives: -

To utilize my skills and to achieve the challenge targets under the eminence's assessment of the organization and willing to work hard with a view to get lightened ray of success which illumination brings brightness to my life as well as the organization I will be associated with.

Work Experience: - [10 Year work experience in Construction Industry]

M/s. Shapoorji Pallonji Qatar WLL **July 2015 to till Date**

Designation Held: Asst. Storekeeper

- Project Name :Abraj Quartier
- Client: **M/s. Aky Real Estate,Al-Oraiq**
- Client Representative: **M/s.Kernal**
- Project Value: **QR. 1.8 Billion**

M/s. Shapoorji Pallonji Qatar WLL **Aug 2013 to June 2015**

Designation Held: Asst. Storekeeper

- Project Name :South East Car Park
- Client: **M/s. Qatar Foundation**
- Client Representative: **M/s. ASTAD Project Management**
- Project Value: **QR. 670.00 millions**

M/s. Shapoorji Pallonji Qatar WLL

February 2010 to July 2013

Designation Held: Store Asst.

- **Barwa Commercial Avenue**

Job Responsibilities: -

- Responsible for all stores related activities.
- Preparation of requisition, indent, material receipt and issue vouchers etc.

- Receiving materials as per delivery notes and project specification.
- Storing of materials as per nature of item.
- To maintain material inventory properly.
- ABC analysis based on forecast of works.
- Update stores records and bin cards etc.
- IMS report to management as and when required.
- Maintaining hire and de-hire records of hire machineries and plants.
- Coordinate resource with sites
- Maintaining record of surplus, obsolete and un-serviceable items and further action.
- Monthly / Weekly stock taking reports.
- Software used : MS OFFICE,ERP
- Maintained all record as per ISO slandered (HSF,QA/QC,QS,etc)

Educational Qualifications:

12th Pass from UP Board in 2008.

Other Qualifications:

Basic Knowledge of Computer skills in ERP, Excel, Word, Power Point, Outlook & Internet.

Personal Details:-

Father's name	:	Shivlal Pasi
Sex	:	Male
Date of birth	:	19-06-1988
Nationality	:	Indian
Marital Status	:	Married
Linguistic Ability	:	English, Hindi

Passport Details:-

Passport No.	:	R 5428229
Date of expiry	:	29-07-2027
Place of issue	:	Doha

<u>Permanent Address</u>	:	Village – Debiya Khera Post Office – Banthar Dist. – Unnao (Uttar Pradesh)
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Contact No. +919565700188

Hobbies	:	Listening Music & Playing Cricket
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Declaration

I have self -confidence in my Duty and I can assure that if I have given an opportunity to prove my abilities, will work hard for the growth of the organization. The above given information is true and correct to the best of my knowledge.


RANVEER KUMAR