

Rakesh Kumar

Date of Birth: 12th January 1987

Address: VPO Amupur, Karnal

Haryana – 132024, India

[Email:-rakeshgaurr88@gmail.com](mailto:rakeshgaurr88@gmail.com)

Mobile:(+91)9050749700

WORK EXPERIENCE

Sukhbir Egro Energy LTD (Pehowa)

August 2021 To Till Date — Deputy Manager

- Follow-ups of dispatch material every day.
- Handling All stocks at every centers.
- Store Function/Inventory Control.
- Checking Payments Vendor Wise. Liaison with the finance department for timely payments of bills.
- Maintaining stocks of material without any variance by conducting stock verification and documentation
- Procurement of paddy balels of 80000 MT in previous Year .
- Procured of Sugar Cane tras of 10000 MT in previous Year .
- Procured of Musted Husk of 5000 MT in previous Year
- Developing Centers For upcoming Season
- Contract With 80 To 90 balers
- Balers Meeting
- Take Follow up The payment Of the Balers

Fateh Industries — Taraori (Karnal)

March 2018 To August 2021 — Assistant Manager

- Follow-ups of dispatch material every day.
- Handling of 10000 Mt of Paddy straw bales from the local Area.
- Handling All stocks at every centers.
- Store Function/Inventory Control.
- Checking Payments Vendor Wise. Liaison with the finance department for timely payments of bills.
- Maintaining stocks of material without any variance by conducting stock verification and documentation .
- Procurement & Purchase of Raw Material i.e Wheat Straw, Leaf Cutting, Upla,sugarcane leaves etc.
- Supply Planning and execution.
- Field survey for the procurement for raw material.
- Managing 5 contractors and 50 labours for timely unloading, supply of Raw Material.

Diesel (A Tata Enterprises) — Barnala, Punjab

Aug 2014 To March 2018 — Warehouse Cum Excise Incharge

- Co-Ordinate With Marketing Team, PPC Team and Logistic for Veh.Movement & Dispatch related all activities
- Ageing Control
- Advance Container Planing
- Control on vehicle Turn around Time
- Post Goods Issue Of Goods & Packing List in Sap
- Value addition throw new ideas & implementation of same after storming with HOD & work force
- System Related All queries
- Maintaining stocks of material without any variance by conducting stock verification and documentation. Regularizing material receipts and ensuring the fluidity of stock.

Trident industries Ltd (Abhishek Industries Ltd) — Barnala, Punjab

Dec 2009 To July 2014 — Executive

- Material Receiving dispatch and balance stock report daily weekly and Stock register maintaining.
- Supervision and handling the labor work of unloading storage and dispatch.
- Labour work and time attendance record maintenance for effectiveness of the stock work .
- Regular maintenance of store stock in store.
- Follow up for godown receiving activities.
- Material segregates & repack as per marketing requirement .
- Order wise stock reconciliation Physically v/s Sap.

COMPUTER KNOWLEDGE

- **Well versed with MS office ,Internet.**
- **Working knowledge of SAP.**

Education

- **Graduate (Kurukshetra University).**