***DEEPAK J.SONAWANE Contact No.:- 8007369306***

***Email ID: -*** [*sonawanedeepak2314@gmail.com*](mailto:sonawanedeepak2314@gmail.com)

## *Professional Snapshot*

* *Demonstrated exceptional communication abilities and Business writing skills to cut across the organisational levels.*
* *Over all 19 years Rich and qualitative experience in Store and Dispatch, Inventory Control Management, Packaging & distribution, Logistics and supply chain management, Sub Vendor Process, Trasnportation Arrangement, Control on Stock, GRN, Invoiceing & Documentation. Do Planning, Controlling, Maintaining Materials movement Activites in Automobile Industry.*

## *Educational Qualification:*

|  |  |  |
| --- | --- | --- |
| *H.S.C.* | *MAHARASTRA BOARD PUNE* | *1990* |
| *S.S.C.* | *MAHARASTRA BOARD PUNE* | *1988* |
| *B.COM* | *UNIVERSITY OF PUNE* | *1993* |

***Computer Knowledge:***

|  |  |
| --- | --- |
| ***Databases:*** | *MS Excel* |
| ***Operating System:*** | *MS DOS, Windows 95, 98, 2000 & Tally* |
| ***SAP:*** | *SAP MM MODULE* |
| ***PACKAGES :*** | *MS Office (Word, Excel, PowerPoint). Office XP* |

***Work Experience***

* ***UT Worldwide India Pvt.Ltd.***
* ***Company Profile:***
* *HAL Nashik is one of the leading companies in the manufacturing of a Sukohi Aircraft.*

## *Job Profile:*

* *Working as a Assistant Manager Operation from Nov 2017*

# *Imperial Logistics Pvt.Ltd.*

## *Company Profile:*

* *Providing complete logistics and warehousing solution as per requirement to customer.*

## *Job Profile:*

* *Working as a Operation Manager from Dec 2016 (Handling logistic unit Transhipment business)*

# *Mahindra Conveyor Systems Pvt. Ltd.*

*(Earlier Name: Mahindra Engineering and Chemical Products Ltd.)*

# *Company Profile:*

*Mahindra Conveyor Systems is one of the leading companies in the manufacturing of* ***Bulk Material handling*** *Equipments mainly chain conveyors e.g. Bucket Elevators, Flow Conveyors, Drag Chain Conveyors, Apron Feeders, Air Slides, Belt & Screw Conveyors, Belt Elevators and* ***Unit material handling*** *like* ***Car handling*** *in Paint Shop etc. and TH Conveyor. M.C.S.P. Ltd. is a ‘Mahindra & Mahindra’ Group Company having technical collaboration with* ***M/s Tsubakimoto Bulk Systems Corporation, Japan.***

*Job Profile:*

*Working from since August 2008, TO Nov 2016 as “****STORE OFFICER”*** *position handling and responsible for* the following responsibilities;

* *Receiving of Materials (Raw, Direct, Indirect, Sub-Cont & Imported material) as per P.O.*
* *Preparation of Receiving Report (R.R.), through SAP.MIGO (103-105)*
* *Identification of Materials & Storage of materials in the respective locations.*
* *Preparation of Billing Challan, Non Billing Challan, Loan or Repairs Challan.*
* *Issuing Raw Material & BOF Materials to various departments by FIFO Principle*
* *Transferring of Raw material stock through MB1B Movement for Sub Contract Issue.*
* *Submission of Receiving Report Copies along with Invoices to Accounts Department in time.*
* *Maintaining no discrepancies between system and physical stock.(High value items)*
* *Taking Stock of material on daily basis through SAP system.*
* *Monthly Inventory for all Items.*
* *Handling of Hazardous material disposal (paint tins/filters/scrap oil) as per govt.norms.*
* *Handling scrap material disposal(MS Plates/Structural scrap/Steel scrap)*
* *Prepare purchase requisition for packing & stationery material through SAP System.*
* *Prepare packing list in Sapsystems.*
* *Involve in ISO procedure/ 5-S/ Poka Yoke.*
* *Handling Export packing, as per required by customer*

# *Demag Cranes & Components Pvt.Ltd.*

*Tenure: June 2004 to July 2008.*

***Working in Store: - “SR.EXECUTIVE-PLANNING & INVENTORY CONTROL.”***

* + *Maintain Daily Physical Stock & Stock Verification.*
  + *Daily working in SAP systems for Controlling on GRN, Invoicing, Documentation & GRN submit to Account*
  + *Inventory control at Inward, FG store & sub Vendor.*
  + *Vendor materials reconciliation.*
  + *Make monthly Materials Stock Report of Inward, Outward, Vendor, customer Dispatch, , WIP.*
  + *Taking Materials fallow up & Transportation Arrangement for vendor material.*
* ***M/S Baijanath Plastics P.Ltd.***

*Tenure: Dec 2001 to 31st May 2004.*

***WAREHOUSE EXECUTIVE***

* + *Preparation of GR for Inward material in SAP System.*
  + *Forward GR to A/C Dept. for payment process.*
  + *Preparation of Challan & Gate Pass.*
  + *Stock ledger updating.*
  + *Monthly Physical Stock Taking.*
  + *Rejection Disposal.*
* ***M/S Tata Auto Plastics Ltd. Hinjewadi.***

*Tenure: July 2000 to Nov 2001.*

***STORE ASSISTANT***

* + *Responsible for Receipt of all material. (Raw Material, Consumable, Indirect Material)*
  + *Preparation of GRN for all incoming material through ERP System.*
  + *Material Storage properly.*
  + *Stock Register updating.*
  + *Preparation of 4(5)(a) Challan.*
  + *Issue material & entered in issueregister.*
  + *Delivery Challan & Invoicepreparation.*
  + *Arrangement of transporters for local Dispatch.*
* ***M/S Majestic Printers Pvt. Ltd. Thatawde.*** *Tenure: April 1995 to June 2000* ***ACCOUNT ASSISTANT***
  + *Receipt of Material-Physicalcounting.*
  + *Enteredinstorestockregister.*
  + *Preparation of GRN for incomingmaterial.*
  + *Issue material & enter in issueregister.*
  + *Delivery Challan & Invoicepreparation.*
  + *Dispatch of material.*
  + *Bank Reconciliation.*
  + *Follow up for payments.*
  + *Prepare salary sheet for employee.*
  + *Prepare Balance Sheet/Trial Balance(Tally)*

## *Personal Details*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Name*** |  |  | ***: -*** | *Sonawane Deepak J.* |
| ***Current Address*** | |  | ***: -*** | *HAL Township, QTR No- Type III-B-447, Ojhar (Mig), Ojhar,Nashik-422207* |
| ***Permanent Address*** |  | ***: -*** |  | *Swapnapurti Apt, Flat No-08, Krani Nagar, Aundh camp, Pune-411027* |
| ***Birth Date*** |  |  | ***: -*** | *16th June 1972.* |
| ***Gender*** | ***: -*** |  |  | *Male.* |
| ***Marital Status*** | ***: -*** |  |  | *Married.* |
| ***Language known*** | | ***: -*** | | *Marathi, Hindi, English.* |
| ***Nationality*** | | ***: -*** | | *Indian.* |

*Date:*

*Place: Pune Deepak Sonawane*