

PARMAR BHAVESHKUMAR DINESHBHAI

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CAREER OBJECTIVE

To seek a challenging career in the area of Purchasing as well as providing effective input & service to my organization through my expertise and skills and to increase the current business in terms of volume as well as value addition by working cohesively with my co-employees for overall enhancement and progress of the Organization.

SKILLS

Software Skills

- *Microsoft excel
- *Microsoft Word
- *Microsoft power point
- *SAP
- *ORECEL
- *Computer basic knowledge

EXPERIENCE

From: Dec-2020 **PIDILITE INDUSTRIES LTD-DAHEJ**

Purchase + Store Assistant on contract based

- *PURCHASE :-
 - The task of creating a purchase order (PO)
 - Filling out requisition for purchase (PR)
 - Vendor quotation and comparison
 - PO amendment

Nov-2021 – Till Today **Agro tech Food Ltd-Jhagadia(GIDC)**

Purchase officer on company payroll

- Creating a purchase order (PO)
- Filling out requisition for purchase (PR)
- Vendor quotation and comparison
- Material planning (RM/PM)
- PO amendment
- Follow up to payment
- knowledge of BCL
- Visit to vendor site
- Search of new supplier
- Vendor development
- Cordination of store, planing, accounts, Quality, R&D and production department and other department related purchasing.
- Knowledge of MIS report (Pending PO, Close and Open PR) & Daily follow up report against open orders.
- Communication with Transport and get delivery of Godown.
- Received Damage material, rejection of quality side if that communicate with supplier and return it.

EDUCATION

Degree/Course	Institute/College	University/Board	Percentage/CGPA	Year of Passing
SSC	Primarily school Malpur	Gujarat Secondary Education Board, Gandhinagar	58 %	2015
HSC	Jantran Vidhyamandir	Gujarat Higher Secondary Education Board, Gandhinagar	72 %	2017

B.Com	JM Shah Collage Jambusar	VNSGU	65 %	2020
CCC computer	TCIIT	TCIIT	75 %	2015
COPA	Amod-ITI	Industrial Training Institute	70 %	2022
Material Management	Bhartiya Vidhya Bhavan		62.67 %	2023

HOBBIES

Cricket and Traveling

PERSONAL DETAILS

Address 88, Chola vali khadki-Malpur
Jambusar, Gujrat, 392155

Date of Birth 12 Nov 1999

Gender Male

Nationality Indian

Marital Status Single

Languages Known English
Gujrati
Hindi

DECLARATION

I hereby declare that the above particulars furnished by me are true to the Best of my knowledge and belief.



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