



Ashvin Parmar

ABOUT ME

As a seasoned Store & Purchase Supervisor with over 16 years of experience. To be a well skilled professional to provide the best accomplishment to the concern by exhibiting all the abilities, talents & innovative ideas according to the qualification & experience.

SKILLS

- Teamwork
- Quick Learner & Communication
- Conflict Resolution
- Problem Solving
- MS Office

EDUCATION

- Intermediate (10TH) - 2003
- High School (12TH) -2005
- T.Y B.Com - 2008
- D.C.S (Diploma in Computer Software)

CONTACT

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Junagam Tarsadi (Old),
Post – Kosamba (R.S)
Ta – Mangrol, Dist. – Surat,
Gujarat , India - 394120

WORK EXPERIENCE

❖ SAJJAN INDIA LIMITED | 2018 – 2024

Asst. Store Manager, Gujrat – India

❖ SULPHUR MILLS LIMITED | 2014 – 2018

Executive Store & Purchase, Gujrat - India

❖ GRP LIMITED | 2012 – 2014

Asst. Store & Purchase, Gujrat - India

❖ VIDEOCON INDUSTRIES LIMITED | 2010 – 2012

Store In-charge, Gujrat - India

❖ SULPHUR MILLS LIMITED | 2006 – 2010

Executive Store & Purchase, Gujrat - India

MAIN TASKS OF STORE AND PURCHASE:

- ❖ To receive all goods against invoice, challans & record the same after verification & inspection in the store ledger.
- ❖ To issue against issue slip duly signed by authorize person, material from store.
- ❖ To get incoming material inspected by QC department.
- ❖ All material lying outside the store like drum, bags, etc should be stacked on pallets & kept in such a way that they are not removable without a forklift.
- ❖ To physically verify once a month Raw material, packing material products stocks.
- ❖ To identify damaged stocks & their removal from store under admin. Manager, supervisor & authorization.
- ❖ Prepared Different type of Purchase Order, Service Order, STO (Stock Transfer Order).
- ❖ Procurement New Material like Engineering Item, Packing Material, RAW Material. And Other Misc. Item.
- ❖ To knowledge of FMCG & Retail Super Market Store. Like Star Bazar, D'Mart (Avenue Supermart.).
- ❖ Maintain and Monitor inventory levels and reorder when necessary.
- ❖ Implemented an efficient inventory management system, resulting in a 25% reduction in stock shortages and a cost savings annually.
- ❖ Conducted regular audits to ensure inventory accuracy and performed reconciliation processes to identify and resolve discrepancies promptly.
- ❖ Collaborated with purchasing department to develop vendor relationships, negotiate favorable contracts, and reduce costs by 15% while maintaining quality standards.
- ❖ Trained and supervised a team of three store associates, providing coaching and guidance to enhance their performance and productivity.
- ❖ Maintained a clean and organized store layout, optimizing product placement and ensuring easy accessibility for customers.

LANGUAGES

- English
- Hindi
- Gujarati

INTEREST & HOBBIES

- Net Surfing
- Playing Cricket
- Listening Music
- Visit New Place

PERSOANL STRENGTHS

- Goal Oriented
- Good Team Spirit
- Adaptable according to the condition
- Comfortable to work under pressure

MAIN TASKS OF STORE AND PURCHASE:

- ❖ Sourcing materials, goods, products, services and negotiating the best or most cost-effective contracts & deal.
- ❖ Operates indoor and heavy duty outdoor forklifts and other necessary vehicles and equipment involved with issuing and stocking materials.
- ❖ Conducts and improves forecasting activities and methods in order to maintain effective inventory levels.
- ❖ Initiates negotiations with suppliers and vendors in order to obtain best cost and lead time offerings.
- ❖ Prepare departmental MIS statements and reports of Company timely and accurately to meet department requirements, policies, and standards.
- ❖ Supervises Material Coordinators and coordinates their daily activities.
- ❖ To Participate in SAP implement as a Core Team members. HANA version. Period In 2019. Also working as SAP Supporting Team.
- ❖ Evaluate and process requisitions, bid solicitations, request for proposals (RFP), request for qualifications (RFQ) and purchase orders.
- ❖ Developed and maintained strong relationships with suppliers, resulting in improved communication, faster response times, and a 25% decrease in order fulfillment lead time.
- ❖ Input and obtain information into accounting system; For example: Create suppliers, create part numbers, update supplier least times. In SAP System.

PERSONAL PROFILE

- ❖ Name : Parmar Ashvin
- ❖ Father Name : Parmar Balvantbhai Premji Bhai
- ❖ Mother Name : Parmar Kantaben
- ❖ Spouse Name : Parmar Jyotsnaben
- ❖ Date of Birth : 4th August 1988.
- ❖ Marital Status : Married
- ❖ Nationality : Indian
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