

RESUME

DEEPAK KUMAR
S/O:-NAGENDRA SINGH
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CAREER OBJECTIVE:-

OBTAIN A RESPONSIBLE POSITION IN AN ORGANISATION WITH THE BEST CAPABILITIES,SKILLS,AND KNOWLEDGE.

ACADEMIC QUALIFICATION:-

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- .B.sc part 3 from BSEB board with 340 marks (1st div) (2024) .
 - .B.sc part 2 from BSEB BOARD with 334 marks(1st div) (2023)
 - .B.SC PART 1 FROM BSEB BOARD WITH 330 MARKS (1st div) (2022)
 - .12TH FROM BSEB BOARD WITH 62% (1st div) IN (2021)
 - .10TH FROM BSEB BOARD WITH 77%(1st div) IN (2019)

PROFESSIONAL SKILLS:-

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- .BASIC KNOWLEDGE OF COMPUTER
 - .TYPING
 - .MS EXCEL
 - . MAIL
 - . MS WORD
 - . EWAY BILLING
 - . LOGISTICS ERP KNOWLEDGE (DRS GENERATE,BOOKING, DELIVERY UPDATE ,MIS)

WORK EXPERIENCE:-

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- **ONE HALF YEAR EXPERIENCE OF METROPOLIS LOGISTICS PVT LTD IN FLOOR INCHARGE (3 April 2022 to 15AUG 2023)**
 - Manage an accurate inventory of warehouse materials
 - Schedule and track inbound and outgoing shipments

- Ensure materials are delivered to sites in a timely manner as per clients' criteria
- Assess and recommend ideal shipping methods, routing or carriers to meet necessary parameters, specifications and costs
- Negotiate rates with carriers
- Maintain customer service logs and safety records
- **BOX N FREIGHT LOGISTICS SOLUTION PVT LTD IN OPERATION SUPERVISOR FROM (21 SEP 2023 TO 15 JUNE-2024)**
- FTL (MIS UPDATE,ADVANCE PAYMENT)
- Vendor and co loader bill & payment history update
- PTL (Mis update inbound & out bound material)
- Solve the issue short & excess boxes .
- Motivating and supervising employees.
- Research methods to improve operations and reduce costs.
- Process to order processing.
- After pickup to connect to last mile .
- **LASTMILE TRANSTECH PVT LTD IN DATA ENTRY OPERATOR (27 NOVEMBER 2024 to PRESENT)**
- Take GRN.
- Create PO.
- Create e-way bill from SAP.
- Download the stock and MIS sales report .
- Inward and outward material MIS update.

PERSONAL DETAILS:-

.FATHER'S NAME:-NAGENDRA SINGH

.DATE OF BIRTH:-05 DEC 2002

.GENDER:-MALE

.NATIONALITY:-INDIAN

.MARITAL STATUS:-UNMARRIED

.LANGUAGES KNOWN:-HINDI AND ENGLISH

.HOBBIES:-LISTENING TO MUSIC AND WATCHING MOVIES

.PLACE:- DHEWAHI

.DATED:-17 DEC 2023

SIGNATURE:-