

# RESUME

## SHIVCHARAN

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### PROFILE: -

To work in professionally satisfying environment where excellence and creative is recognized, encouraged, and rewarded and work on latest networking technology which provides a healthy and challenging environment.

### COMPANY PROFILE: -

This chapter consists of overview of Maruti Suzuki India Limited and Hyundai Motors India Limited with respect to Manufacturing facilities, Corporate Milestones, Sales, and Service network with their few popular brands. History & Milestone of Maruti Suzuki India Limited

#### April 2015 To Jan 2017

Assistant Purchase Executive

Maruti Suzuki India Ltd. Pvt (Imt Manesar Gurgaon)

### COMPANY PROFILE: -

The Company HACO Machinery Pvt. Ltd., manufactures CNC & Conventional Hydraulic Press Benders, Hydraulic Guillotine Shears, CNC punching Machines (Turret Punch) and plasma cutting Machines in India. HACO Press, The largest manufacturer more than 2000 Hydraulic & Mechanical Presses for various applications. HACO NV, HACO is creating whole world with its metal forming machines.

#### Jan 2017 To Oct 2019

Assistant Purchase Executive

Haco Machinery Pvt.Ltd

Plot No – 121 A, Sector - 6

Imt Bawal (Rewari) Haryana

### COMPANY PROFILE: -

Rajnandini Metal Limited supplies recyclable metal products. The Company offers ferrous and non-ferrous metal scraps, alloying additives, recyclable Copper products.

#### Oct 2019 To Nov 2023

Purchase Manager

Rajnandini Metal Ltd

Plot No – 344, Sector 3 Phase II

Imt Bawal (Rewari) Haryana

### RESPONSIBILITIES: -

- Responsible for Dispatch & Store-related issues in Plant.
- Procure the material from supplier as per monthly schedule

- Handle work place topics, activities, or problems with workers, supervisors, or managers professionally
- Maintained the inventory levels Maximum and minimum to control of company cost
- Assist Purchasing Manager with projects / tasks assigned, act as backup to Purchasing Manager when he/she is not on-site
- Daily coordination with suppliers with good communication.
- Make the supplier's rating according their delivery and quality basis.
- Timely raised the schedules to supplier as per customer requirements.
- Making Cost Compurgation sheet.
- Making Purchase Order, Follow-up with Supplier & Insure the delivery.
- Handling the supplier Payment on weekly bases.
- Tracking Supplier Raw Material on Daily Bases
- Ensure on-time delivery through on-time procurement of Direct & Indirect material.
- Making invoice & packing list for all material dispatch & all receipt material.
- Maintain the record all store Data entry.

#### **PROJECT WORK NEW UNIT INSTALLED: -**

- **Rajnandini Metal Ltd** New Plant Installation **Furnace Copper Melting & Rolling Mill Machine Installation 8 MM Copper Rod** Finished Rady Sample **Scrap Shorting Plant Machine Installation** Work All Plant Layout & In Side Plant Work Cable Line Supply & **Crain 10 TON Installation** Complete **Electrical Work & Mechanical Civil, Fabrication, Plumbing & D.G Set, Air Compressed Line Air Compressed M/C** Installation New Metal Plant. New Unit Opening Work Start Jan 2018 under Civil Work Start Rady Complete Civil Work After Start Mechanical & Electrical Work Sep 2019 to Feb 2020 Complete Work.
- **Rajnandini Metal Ltd** New Plant All Machinery Installation & **New Project Oxygen Liquid Linde is a leading global industrial gases USA MAKE Plant Install** Civil Work Construction & Pipe Line Work Foundation Work & Fabrication Complete Aug 2020 to Dec 2020.
- **Rajnandini Metal Ltd** Second Plant **Poly Wire Drawing Plant Install** Mechanical & Electrical Work Complete 2020 to 2021.
- **Rajnandini Metal Ltd RBD Plant Install** Mechanicals, Electricals, Fabrication Rady Installation Complete Project Work Jan 2021 to 2022 Aug.
- **Rajnandini Metal Ltd** New Plant All Machinery Installation & **New Project PNG GAS Plant Install** Civil Work Construction & Pipe Line Work Foundation Work & Fabrication Complete March 2022 to Sep 2022.

#### **COMPANY PROFILE: -**

Chanwarawala Metals India LLP supplies recyclable metal products. The Company offers ferrous and non-ferrous metal scraps, alloying additives, recyclable Copper products.

#### **Nov 2023 To Presently Working**

Purchase Manager

Chanwarawala Metals.Llp

Plot No -3 Govindgarh, Chomu, Jaipur 303712(RJ)

**Total Experience: - 10 Year 4 Month**

## PROJECT WORK NEW UNIT INSTALLED: -

- **Chanwarawala Metals LLP New Plant Installation Furnace Copper Melting & Rolling Mill Machine Installation 8 MM Copper Rod Finished Rdy Sample Scrap Shorting Plant Machine Installation** Work All Plant Layout & In Side Plant Work Cable Line Supply & **Crain 10 TON Installation Complete Electrical Work & Mechanical Civil, Fabrication, Plumbing & D.G Set, Air Compressed Line Air Compressed M/C** Installation New Metal Plant. New Unit Opening Work Start Dec 2024 under Civil Work Complete Civil Work After Start Mechanical & Electrical Work Dec to July 2025 Complete Work.
- **Chanwarawala Metals LLP Poly Wire Drawing Plant Install** Mechanical & Electrical Work Complete Dec 2024 to **Feb 2025**.

## RESPONSIBILITIES: -

- Lead by example, ensuring a safe and efficient work place is maintained at all time.
- Achieve the required company quality standard ensuring both internal and external customer satisfaction.
- Liaise and coordinate with support functions to progress issues concerning production planning and resource/skill allocation to ensure delivery of products to schedule within all relevant quality specifications.
- Communicate with the teams by utilizing the visual management delivering shift focus on quality, cost and delivery and gathering ideas for improvement.
- Ensure safe working practices are maintained and standard operation adhered to.
- Support the resolution of customer concerns identify and eliminated root cause using robust countermeasures sustain the corrective actions to eliminate repeat issues.

## EDUCATION: -

- 10<sup>th</sup> Passed from HBSE, Bhiwani.
- 12<sup>th</sup> Passed from HBSE, Bhiwani.
- ITI Passed July 2014 from Gurgaon.
- BA (Bachelor of Arts) from Delhi University Passed 2017
- MBA Pursuing 2<sup>nd</sup> Year 4<sup>th</sup> Semester (**Supply Chain Management NMIMS University**)

## COMPUTER SKILL: -

- 6 Months Computer Course (Tara Institute Rewari Haryana)
- Microsoft Office XP, 2000, 2003, 2007 Other
- Excel Word And Outlook

## SKILLS HIGHLIGHT: -

- Good communication skill
- Technical problem-solving skill
- Strong negotiation and interpersonal skills

- Use and application of personal computers
- Self-discipline and composure
- Learning and adaptability

**ADDRESS: -**

- Postal address: - Village -Phideri  
P.O. – Majra Sheoraj, Distt & Teh - Rewari (HR)  
Pin- 123401

**PERSONAL INFORMATION: -**

Father's Name: - Sh. Chander Bhan

Date of Birth: - 19 Oct, 1993

Marital Status: - Married

Salary: - Negotiate

**DECLARATION: -**

- I hereby declare that the information furnished above is true to the best of my knowledge.

**Date:** -----

**Place:** -----

**Signature:** -----

**(SHIVCHARAN)**