

## SUDHAKAR K

Palayakadu,

Tiruppur, India

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### Personal Particulars:

Date of Birth: 30-06-1997 | Nationality: Indian | Gender: Male

Residential Address: No: 3/732, Sathya colony, 6<sup>th</sup> Street Sangavi Hospital Near, Mannarai,

Tiruppur - 641607

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## SUMMARY

- Maintain receipts, records, and withdrawals of the stockroom
- Receive, unload, and shelve supplies.
- Perform other stock-related duties, including returning, packing, pricing, and labeling supplies.
- Inspect deliveries for damage or discrepancies; report those to accounting for reimbursements and record keeping.
- Responsible for the efficient operation of receiving areas, shipping areas, supply storerooms, warehouses, and stock issue stations in accordance with applicable supply procedures and verbal instructions.
- Performs duties as assigned incidental to the receipt, storage, issue, transfer, or shipping of stock.

## SKILL SET

- Inventory Management
- Stock development
- Materials department
- Maintain Purchase Cost Compare Chart
- Materials Receipt Making MRN
- Preparation OF Monthly Presentation
- Inventory control
- All type of Materials Purchase
- INFOR LN
- SAP
- CREO
- Solid Works

## EDUCATION

- DAE – Diploma Automobile Engineering from Suguna Polytechnic college (Coimbatore), 2014 –2017
- SSLC– Studying From Chinnasamy Ammal Higher Secondary (Coimbatore), 2014 –2017

## CERTIFICATION

- Certifications relevant in CREO And Solid works
- Undergone 15 Days In-Plant training at **KCT TECK**, COLLEGE IN COIMBATORE, During IV Semester Diploma course of study

## WORK EXPERIENCE

**Jun 2017– Till Date - 4 Years Experience in Warehouse Department,  
Completed Automobile Engineering**

- **Knowledge of goods or materials in assigned storeroom**
  - **Knowledge Knowledge of Type Writing of basic buying and purchasing practices**
  - **Knowledge of inventory principles and practices.**
  - **Knowledge of supervisory principles and practices.**
  - **Skill in appropriate use of goods and materials in storeroom, warehouse laydown Area.**
  - **Knowledge of Shipment documents, Container and Trailers. Knowledge of LC. Knowledge in Electronic Document Management System.**
  - **Excellent knowledge in MS Word, MS Excel, MS Power Point, Adobe Acrobat Outlook Express and internet Application.**
  - **Many Database like MS Access, FoxPro, Oracle and Visual Basic etc..**
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*End of  
Resumé*