ASHOK KUMAR

# Mobile :+919952973444

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**OBJECTIVE**

To be able to work with an organization where I can skillfully demonstrate my pertinent experience for the success of the company as well as my personal career growth.

* **Summary: Dynamic, creative, and results-driven professional with abilities to ascertain and analyze needs and forecast goals. Intend to build a career with leading companies & committed & dedicated people, which will help me to explore myself fully and realize my potential. Willing to work as a key player in challenging & creative environment.**
* Computer proficiency

Operating system : windows XP, windows 7, Windows Vista Packages : Ms office, outlook, internet browning, excel

* Area of interests

Operations, warehousing, transportation, supply chain management, procurement and carrier

* Educational background

G-MBA logistics and supply chain management from Indian Institute of logistics (affiliated by Rome University) with gross average 78%

Bachelor of business administration (BBA) from Vel-tech Ranga Sanku arts college (affiliated by madras university) with gross average 69%

Intermediate education from SREE Medha group of institutions with gross average 68% Secondary school leaving certificate (SSLC) from Bhashyam public school with gross average 65%

* Special skills / competency

Ability to fit in any work environment / team player. Ability to multi-task and prioritize work load.

Detail oriented with strong organizational skills. Ability to work under pressure and on own initiative.

* International experience

Done 60 days International Internship in **TRANSMARINE DMCC** – JLT UAE as export executive / sales coordinator/operations /warehouse /Documentation

* Work experience

**5 months** of full time work experience in **K12 TECHNO SERVICES PVT LTD** as a **ASSISTANT MANAGER** – INVENTORY AUDIT for **PAN INDIA** Department (**PURCHASE & LOGISTICS) 2019 October- present.**

* Roles and responsibilities in work

Rising PO & BUDGETS AND PURCHASE REQUEST in Procurement express

Handling full furniture and common infra all over 30 branches in INDIA

Collecting day to day updates from executives

Maintaining all updates if any problem I try to sort out the things and make sure

Maintaining all inwards and outwards of stock transfer

Warehouse stuffing and de-stuffing

Rising of Delivery orders

* Roles and responsibilities in INTERNSHIP

Coordinating the sales team by managing schedules, filing important documents and communicating relevant information

Pricing & Quotation

Checking for the rates, Vessel details with Shipping Line and taking the CRO (Cargo Release Order)

Coordinate and liaise with suppliers and buyers to ensure smooth cargo operation. Email correspondence with all overseas agents as well as with local customer.

Export Documentation.

The status of all the shipments and preparing a report

Container stuffing and de stuffing

Warehouse stuffing

* Personal details

# Name : Ashok Kumar Date of birth : 1st Nov 1996 Passport No : S5063950

# Languages : English, Hindi, Telugu, TamiL