

VINAY SINGH

OBJECTIVE-SEEKING A CHALLENGING CAREER WITH A COMPANY THAT

UTILIZES MY EXPERIENCE AND ANALYTICAL SKILLS, LONG TERM OBJECTIVE IS TO ACHIEVE A

TECHNICAL CONSULTANT POSITION.

Email: vinaysingh.232000@gmail.com

Telephones(M): +91-9873377328

Work Experience :- 5 years

Specialization :- Planning - Dispatch or Bar-coding & Merchandise.

Professional Experience:-

1: Quality Footwear Pvt.Ltd.

Duration :- April 2019 to Jan 2023
Till Designation :- Assistant Manger
Services :- Manufacturing & Mgmt.

This is a Stuck-on and Vertical plant for Reliance, Bata, Action and Reliance, handling Planning and Barcoding.

2: Shoematic Indus. Pvt.Ltd.

Duration :- Feb 2023 to till
Till Designation :- Reliance Executive
Services :- Manufacturing & Mgmt.

This is a Stuck-on for Reliance, Flip kart, Myntra (HRX) & Wild craft, handling as Planning Manager, Merchandiser and Dispatch.

Education

10th passed from CBSE in 2017.
12th passed from HBSE in 2021.
BBA pursuing 2nd year.

Certificate Course

1 year basic knowledge of computer and skills of advance formulas excel and MSoffice.

Hobby

Football, Watching Anime, Movies In Theater, Gym.

Strength

Quick Learner and Team Player, Positive & result oriented attitude, Ready to accept challenging task, Consistency in work.

Skills

Good vocabulary and writing skills in English.
Fluent in English and Know Mailing Process.
Advance excel or AI understanding.

Work Expertness Industrial

A) Planning Section

- 1) Collecting reports from all departments.
- 2) Maintain all data in excel sheet and Maintain order sheet acc. To DDR.
- 3) Prepare month wise plan and distribute to all departments.
- 4) Convert PO pdf to excel sheet and maintain order as per production and dispatch.
- 5) Know official mailing process.

B) Bar-coding Section & Dispatch

- 1) Create various types of barcodes, including 2D codes such as QR Code.
- 2) Know scanning process & Problem solving orientation.
- 3) As a dispatch in-charge my duties include delegating tasks, coordinating the daily workload, documenting productivity, overseeing incoming and outgoing shipments and reporting to senior management.
- 4) Decision making & Being able to work under pressure.

C) Merchandise Section

- 1) Deal with Buyers and Brand Executive.
- 2) Clearing any unwanted products from displays.
- 3) Monitoring the sales performances of products.
- 4) My Basic work plans, develops, and oversees marketing strategies and campaigns to promote a company's products, services, or brands.

Personal Information

- 1) Name : VINAY SINGH
- 2) Father's Name : Mr. PRAMOD SINGH
- 3) Date Of Birth : 23 JUNE 2000
- 4) Nationality : Indian
- 5) Religion : Hindu
- 6) Language : Hindi English
- 7) Marital Status : Unmarried
- 8) Address : C-17, Sanjay Colony, Sector-22, FARIDABAD,
HARYANA - 121005

I hereby declare that all above mentioned information are true and correct to best of my knowledge.

Place:

Date:

VINAY SINGH