

CURRICULUM VITAE



UDAYSINGH

UDAYSINGHCHAUHAN11@GMAIL.COM

H NO 453 B BUS STAND 990RITHALA MO 9821221249 HOME

9369002615

CAREER OBJECTIVE

To work in a well reputed organization, which can most effectively utilize my caliber, capabilities and skill and provide me better future prospects.

CAREER CONTOUR

FEB 2017 TO TILL DATE

Working as Store Assistant in Crown plaza new Delhi Rohini

01 JAN 2020 to till DATE

Working as Assistant Procurement-F&B Food & Beverages in.

**> Campus Students Communities Pvt. Ltd. From V.V.Puram Begaluru
Karnataka, India.**

01 JUNE 2021 to till DATE

**Working as store & Purchase executive & Receiving department Hard
Hotel bhp6 boarding & lodging & pyc Club & opp Noor Dhaba Humnabad Dist ,
Bidar**

Karnataka .India

07 Nov 2021 to till DATE

**Working as store & purchase executive Hotel Patliputra Nirvana Maharaja
kameshwar Complex Patna**

- Receiving all goods related to Hotel
- Verify Material by with bill/invoice copy
- Update invoice material in system
- Check expiry and dented product
- Responsible for upkeep of various appropriate records of materials received.
- Monitoring the functioning of store equipment and reporting problems and failures to the manager.
- Ensuring the proper storage of material as well as carrying out physical stock verification and reconciliation.
- Prepare DRR & Material issue report.
- **Stock Inventory, Expiry, Par Stock, Non Moving Slow Moving, Items ReportsEtc.**
- **SOFTWARE EZEE OPTIMUS(.Ipos247)**
- **Vendor management**
- **Inventory management**
- **Receiving**
- **Issue**
- **Quality**
- **CASH PURCHASE (G.M) APPROVAL REQUIRE)**

ACADEMIC QUALIFICATION - 12TH PASSED from U P Board

PERSONAL CURRICULAR

DOB	01/01/1998
Father's Name	SHIV SINGH
Gender	; MALE
Marital Status	; UNMARRIED
Nationality	; INDIAN
Language known	; Hindi, Hindi
Permanent Address	: Village RAJPUT NAGAR KHAGA Fhatehpur U P. Pincode212655

DECLARATION

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Place : **PATNA**

UDAYSINGH

Date : **5.6.22**