

CURRICULUM VITAE

HIMMAT PANCHOLI

Udaipur, (Raj)
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Objective

To Begin My Career In A Company Of Repute Where I Can Use My Managerial Skills And Leadership Skills and That Lead To The Organizational Growth As Well As My Professional Growth

Professional Qualification

- Completed 6 month Diploma In computer Application -Apple InfoTech, Udaipur

Academic Qualification

- **MSW** (Master in social work) JRN Rajasthan Vidhyapit University,Udaipur 2016
- **BA**. From M.L.S. University, Udaipur (Rajasthan) in 2003-05
- **Senior Secondary** From **RBSE**, Ajmer (Raj.). in 2002
- **Secondary** From **RBSE**, Ajmer (Raj.) in 2000

Computer Proficiency

- **Software Packages:** Ms Office, Tally
- **Operating System:** Ms Dos, Windows 98, 2000 & Xp
- **General:** Well Versed With Internet Fundamentals.

Work Experience & Achievements

Esprit Stones Pvt Ltd

July 2022 to till Date

Job Descreptions & Profile

- Working as a Store Manager Where I mange store.
- All the stock maintains and inventory controlled by me so that the production must not be affected.
- I control the supervisor and labors who work under me.
- Cordinate with production & other Department.
- I am responsible for the smooth and effective functioning of the store.

BABA Super Minerals Pvt Ltd

Oct 2021 to June 2022

Job Descriptions & Profile

- Working as a Senior Store Executive also associated with Purchase
- Responsible for Order placement timing, material replenishment and Supplier performance.
- Coordinate with Production and logistic department for requirement.
- Ensuring the adequate supply of all required materials, components and equipments.
- Selecting the right type of transportation of goods for purchasing and delivering.
- Maintain and monitor store inventory.
- Receipt of material, verify with purchase order and create GRN on system.
- Issuance of materials against Indents to the respective departments.

Esprit Stones Pvt Ltd

July 2018 to Oct 2021

Job Descriptions & Profile

- Worked as a Senior Store Executive where entire store operations will be controlled by me.
- Maintaining the sufficient stock in advance keeping the requirement of raw material so that the production must not be affected.
- Maintaining the issuance quantity & stock in hand quantity for proper estimation of production cost.
- Co-ordination with the local transporter for material movement into intercity & also maintaining the invoices for all such kind of transactions.

Dr. Ambedkar Sakh & sahkari samiti April 2016 to June 2018

Job Descriptions & Profile

- Worked as Sales Manager for the samiti.
- The samiti usually works in sales & distribution of financial products like recurring deposit, fixed deposit, monthly income scheme from the retailer & small shop keeper for small saving purposes.
- I used to source the business from local market as well as nearest rural area.
- I was also the responsible for monthly collection from the customer who have invested with us.
- I also recruit sales agent under our business code for spreading the network for sales & distributions.

Job Descriptions & Profile

- Worked as Store Executive cum customer Relationship Incharge.
- I have to maintain the complete records for the incoming stocks & total sold unit records for Audit purpose.
- Usually demonstrate the the products on which central team emphasize for sales.
- Handling customer demands for monthly household requirement & help them with proper product line availability.
- I used to share the customer feedback to my seniors for improvement in stock product line.
- I was also managing the 5 mens team for store management. & for generating the invoices.
- Along with this, care was taken to separate some food items which are expired and which are not usable

Tata Indicom

December 2003 to May 2009

Job Descriptions & Profile

- Worked as Sales executive cum technical support cell
- I used to sell the Postpaid & prepaid landline connectionsd to local retailer & small shop keepers.
- On call complaint of client I used to visit the customer place & trouble shoot the issues faced by the customers.
- I also maintain the records for the item which were issued to customer on new sale & on service replacement.
- I used to share the customer feedback to my seniors for improvement in service quality.

Krishna Cyber Cafe

April 2001 to Octomber 2003

- Worked as Cyber café incharge where avail the facility of internet surfing to local citizen. I used to provide the time slot to customer,professionals like medical representative, students for latest exam, school/Collage admission form filling work.

Personal Details

Name : Himmat Pancholi

Father's Name : Mr.Amba Lal Pancholi

Date of Birth : 11th July.1983

Gender : Male

Marital Status : married

Languages Known : Hindi, English, & Regional

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

Date:

Place: Udaipur

(HIMMAT PANCHOLI)