

☯ I have an overall experienced of 26 years in Store – Warehouse. Transport & Logistics Industries. I worked near about 16 years in Transport & Logistics & remaining 10 years in Store – Warehouse Industries (Such as FMCG, Pharma, Lubes oil & Retail Industries). All of my worked I performed in Nagpur Maharashtra India.

Work responsibilities in Store – Warehouse Industries.

☯ As I mentioned I worked in different types of Store & Warehouse such as FMCG, Pharma, Lubes oil & Retail Industries their duties is mentioned below.

Daily Working Routine of Store - Warehouse.

- ❖ Received & verify materials from suppliers & different units of our Company Factory.
- ❖ Inspect & relocate materials as per their distinguished location & update location records.
- ❖ Generated GRN in the system based on approved purchased order.
- ❖ Prepared Gate Pass from the system to released vehicle from our premises by giving proper remarks.
- ❖ Prepare Invoices, E Waybill & Stock Transfer Note as per issued by Company requirements received from Open Order details from Sale Person.
- ❖ Maintained physical V/s. System stock of our warehouse through cycle count.
- ❖ Maintain FIFO & FEFO as per our company requirements
- ❖ Prepared & managed audit related documents under supervision of Superior.
- ❖ Conduct monthly stock verification & coordinates with my superior & send this report to our HO for further reconciliation in A/c. departments.
- ❖ Update our HO regarding reject materials for replacements or other issued.
- ❖ Send warehouse requirements to HO such as stationary & other store requirements.
- ❖ Prepare MIS report & maintain reorders levels.

Work responsibilities in Transport & in Logistics Industries (PEB Industries).

- ❖ In both industries I have received ordered from my senior person of the company through mail or telephone. As per their order I have to engage vehicle from the market.
- ❖ After getting vehicle from market I have informed the vehicle details such as Vehicle No & Contact No to my Senior person & Company person through mail or telephone.
- ❖ After receiving order I have to arranged cheap rate vehicle from market after negation from our vehicle supplier & It is also my responsibilities to check until the material delivered to delivery point to our LMD sheet & confirmed to party & my senior one.
- ❖ In transporting sector we deal in Full truck Load system. Which deals in point to point delivery.
- ❖ In this sector I also got responsibilities of maintain office admin & A/c. Section.
- ❖ I have send Bill outstanding details to party in each 15 days of spam & follow up with party with this matter. As we work in FTL we have contract of Monthly, Quaterly, Half Yearly & Yearly. During placing vehicle to party I also check rate from our contract.
- ❖ I also make Cash & Bank statement on daily basis & send to HO.
- ❖ I also make quarterly, Half Yearly & Yearly Business report, Bill Outstanding, A/c. report & Party Business report for our Regional & HO meeting which have been send through our BM & ASM to our respected office
- ❖ I also have responsibilities of checking generating bills & submitted to party.
- ❖ I have also have responsibilities of resolving customer relate queries regarding their material delivery issue or other things,

- ☹ At present date I am working as Senior Logistics Executive in PEB Industries. My responsibilities is to placed trailer as per allocation given by my sales team as per their project No.
I have got all the work experienced of Nagpur – Maharashtra – India.

Working experienced as follows below. :-

1. Working as an Logistics Executive in Blue Ladder EPC Solution Pvt. Ltd. (Deals in Pre Engineering Building) Landmark Building Opp. Jasleen Complex, Ramdaspath, Nagpur (MH). From 7TH May 2025 to Till Conti...

2. Worked as an Store Keeper & Assistant System Executive in Express Roadways Private Limited (Warehosue - Store of Mobil & Petronas Lubes) , SAP merge with WMS Software. Jindal Logsitics Park, Wardhamna- Nagpur – 440023. Maharashtra, India. From 3Rd Dec-2024 to 6TH May 2025 .

3. Worked as an Accountat Cum Office – Assitant in Marutia Logistics , G-9, Shiv Krupa Complex, Amravati Road Wardhamna, Nagpur – 440023 { From 15Th Oct. 23 To 30Th Nov. 2024.} Booking & Broker – Ship .

4. Worked as an Accountant Cum Office - Assitant in GIR Mover's (P) Ltd. , Behind Shivshankar Medical Store, Plot No – 5, Mrs. Rekha Sunil Pandey, Sadachar Society, Nagpur – 440023 (15 Years).

5. Worked as an Warehouse – Store Executive in Logistics Park (For Pantaloon Retail India { PRIL }) , Nimji, Amravati Road, Nagpur – 440023 (MH) (3 Year's).

6. Worked as an Warehouse – Store Assitant Cum Clerk in Balaji Distributo's Khadgaong Road, Amaravati Road, Khadgaon Road, 12, Pandey Layout, Wadi, Nagpur :- 440023 (3 Years).

Educational Qualification :-

- ❖ S.S.C. { Secondary School Certificate }. 1st Division.
- ❖ H.S.S.C. { Higher Secondary School Certificate }. 2nd Division.
- ❖ B. Sc. 2ND Year { Bachelor of Science } (Nagpur University).
- ❖ B.A { Bachelor of Arts} (Nagpur University) 3Rd Division.
- ❖ M.A 1st Year { Master of Arts in Sociology } (Nagpur University).
- ❖ M.B.A. 2nd Semester { Master of Busineess Adminstration } (IGNOU University).

Other Qualification :-

- ✚ Certificate course in Hardware & Networking.
- ✚ C.C.C.O. With Ms. – Office.
- ✚ D.T.P. { Desk Top Publishing }.
- ✚ D.C.S. Part I & II { Diploma in Computer Software }.
- ✚ C & C⁺⁺ .
- ✚ Foxpro Programming.
- ✚ Certificate course in Poultry.

Personal Details

Name	:-	Dewasish T. Bhattacharya.
Father's Name	:-	Tilak T. Bhattacharya.
Date of Birth	:-	27th August 1984.
Caste & Religion.	:-	Brahmin { Hindu }.
Languages Known	:-	English, Hindi, Marathi & Bangla.
Nationality	:-	Indian.
Marital Status.	:-	Single.
Passport No	:-	N - 7935924
System Software	:-	Dos & Windows.
Application Software	:-	Word, Excel, PowerPoint, Pagemaker , ERP, WMS & SAP.

 The above said information is true best of my knowledge.

Date :-

Place :- Dabha -Nagpur

Dewasish T. Bhattacharya.