

Resume

NAME: SATISH S. LONDHE

501, B.D.T.A APPARTMENT, OPP.GHODKHE HOSPITAL, LINE ALI,OLD PANVEL-410206
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Objective :- To grow and achieve highest level of excellence along with my chosen organization and thereby in the process becoming one of the prized possessions of the organization.

❖ **Personal Information :-**

Name : SATISH S LONDHE
Address : AS ABOVE
Date of Birth : 22 NOV 1974
Marital Status : MARRIED
Languages Known : English, Hindi and Marathi
C.T.C : 3.64 lac
Expect c.t.c : 4.00 lacks
Notice period : 25 day's

❖ **Summary of Qualification: -**

Academic :-	S.S.C. Examination in March – 1991 from Mumbai University.
	H.S.C. Examination in Oct – 1994 from Mumbai University.
	BSC (CHE) Examination _ (UG) from Mumbai University.

❖ **Other Qualifications: -**

Computer Efficiency	
Good Efficiency in Computer Operating. (Word, Excel, Power Point,)	
Software	:1) Busywin (Accounting Software) 2)oracle E-Business Suite.

<u>Other Qualifications</u>
Diploma in <u>materials management</u> from welinkar institute of management (matunga)

❖ Working Experience: -

<i>Period</i>	<i>Work Description</i>
10/03/2015 To Till Date	<p>Presently Working with Health secure india Pvt. Ltd . A WHO – GMP and ISO Certified Pharmaceutical Formulation Manufacturing Company. Department :- MATERIAL</p> <p>Designation: Sr.Executive. <u>Current Job Profile: -</u></p> <ul style="list-style-type: none"> • Responsible for day to Receipt, Issuances, Storage and monthly Physical verification of RM and PM items. • Checking of all CGMP records of all SOP • Monitoring day to temperature records of department. . • Sending Approved /Rejected commercial GRN to Head office • To send daily RM/PM and and un tested GRN Report to concern dept • Preparation of GRN • Storage and Dispensing of Raw materials. • Maintain Cleanliness and good housekeeping in stores department • Physical Stock taking & preparation of monthly stock statements of L.LParty, Third Party and our organization. • Preparation of Material Requisition as per production schedule. • Monthly updating of BIN card. • Doing calibration of balance and maintaining records. • To maintain daily cleaning records. • Communication with purchase department. • Man power handling and allocation. • Facing of internal external audit. • Dispensing of raw material for production as per BMR and SOP. • Preparation of Non-moving material report. • Checking of re-test report and ensure that it should reach to QC in time. • Minimize the problems between other departments transition

❖ Working Experience: -

<i>Period</i>	<i>Work Description</i>
01/01/2013 To 15/02/2015	<p>Working with Spartan Engineering Industries Pvt. Ltd is a Mumbai based leading manufacturer and supplier of high-quality construction machineries and equipment like BAR BENDING MACHINES, BAR CUTTING MACHINES, MAN AND MATERIAL HOISTS, MULTI FUNCTIONAL MATERIAL HOISTS, ROPE SUSPENDED PLATFORMS AND TOWER CRANES. Department: - MATERIAL Designation: Sr.Executive. <u>Job Profile: -</u></p> <ul style="list-style-type: none"> • Monitoring Daily/Weekly Stock maintaining in Computerize package. • Handling Inward and Outward of the goods in the store. Responsible for the movements of stock in & out of the store. • Co-ordination with different dept related to Material Movement. • Regular co-ordination & updating of stock status at various stages in ORACLE software package. • Material Storage & Movement as per First in & First out (FIFO) system. • Preparation of documents related to ISO -(9002) certification • Maintain all documents of internal and external origin. • Co-ordination with all concern dept to maintained internal communication within the organization • Maintaining continual improvement throughout the organization • Conducting training related to process, safety, housekeeping (3C 5S).

<i>Period</i>	<i>Work Description</i>
01/04/2011 To 01 25/12/2012	<p>Presently working with “ASHI INDIA GLASS LTD”T-16, MIDC , Taloja.Dist – Raigad,Maharastra.. Asahi India Glass (AIS) is the largest integrated glass company in India The company is the first Indian glass company to get the QS-9000 and ISO-9002 certification through TUV They have been supplying a wide range of high quality architectural processed glass, comprising of toughended glass, laminated glass, insulated glass units and value added glass products</p> <p>Department :- MATERIAL</p> <p>Designation: STORE OFFICER.</p> <p><u>Job Profile:</u> -</p> <ul style="list-style-type: none"> • Monitoring Daily/Weekly Stock maintaining in Computerize package. • Handling Inward and Outward of the goods in the store. Responsible for the movements of stock in & out of the store. • Co-ordination with different dept related to Material Movement. • Regular co-ordination & updating of stock status at various stages in ORACLE software package. • Material Storage & Movement as per First in & First out (FIFO) system. • Preparation of documents related to ISO -(9002) certification • Maintain all documents of internal and external origin. • Co-ordination with all concern dept to maintained internal communication within the organization • Maintaining continual improvement throughout the organization • Conducting training related to process, safety, housekeeping (3C 5S).

<i>Period</i>	<i>Work Description</i>
01/08/2010 To 15/03/2011	<p>working with “NIUMEC ENGINEERING CORPORATION.”L-93,MIDC , Taloja.Dist – Raigad,Maharastra.. Company Manufacturing chemical process equipment.(insulator,Ybar,safty gride,bagfilter, etc)</p> <p>Department: MATERIAL</p> <p>Designation: STORE INCHARG.</p> <p><u>Job Profile:</u> -</p> <ul style="list-style-type: none"> • Monitoring Daily/Weekly Stock maintaining in Computerize package. • Handling Inward and Outward of the goods in the store. Responsible for the movements of stock in & out of the store. • Co-ordination with different dept related to Material Movement. • Regular co-ordination & updating of stock status at various stages in 'tally ERP 9 software package. • Material Storage & Movement as per First in & First out (FIFO) system. • Preparation of documents related to ISO/TS-16949(2000) certification • Maintain all documents of internal and external origin. • Co-ordination with all concern dept to maintained internal communication within the organization • Maintaining continual improvement throughout the organization • Conducting training related to process, safety, housekeeping (3C 5S).

<i>Period</i>	<i>Work Description</i>
15/05/2004 To 15/07/2010	<p>Working with “SYNDICATE WIPER SYSTEM PVT.LTD.” Mahape, Navi Mumbai. Company involved in one of the leading OE Manufacturing in Wiper Arm and Blade for all Automobile Vehicles. Company certified in ISO/TS-16949 (2002).</p> <p>Department: MATERIAL</p> <p>Designation: STORE EXECUTIVE.</p> <p>Job Profile: -</p> <ul style="list-style-type: none"> • Monitoring Daily/Weekly Stock maintaining in Computerize package. • Handling Inward and Outward of the goods in the store. Responsible for the movements of stock in & out of the store. • Co-ordination with different dept related to Material Movement. • Regular co-ordination & updating of stock status at various stages in 'BusyWin' software package. • Material Storage & Movement as per First in & First out (FIFO) system. • Preparation of documents related to ISO/TS-16949(2000) certification • Maintain all documents of internal and external origin. • Co-ordination with all concern dept to maintained internal communication within the organization • Maintaining continual improvement throughout the organization • Conducting training related to process, safety, housekeeping (3C 5S).

❖ Working Experience: -

<i>Period</i>	<i>Work Description</i>
10/02/2000 TO 16/04/2004	<p>Working with “MACK SPRING PVT.LTD”, Navi Mumbai. Company involved in one of the leading Manufacturing of all Automobile leaf springs & Assemblies. Company certified in ISO (9002).</p> <p>Department: ASSEMBLY.</p> <p>Designation: ASSEMBLY SUPERVISOR.</p> <p>Job Profile: -</p> <ul style="list-style-type: none"> • Preparation of Shop loading for production as per requirement. • Conducting training related to process, safety, housekeeping (3C 5S). • Maintained the efficiency and effectiveness of the process • Monitored the. production plan vs. output • Controlled the process with Statistical tools. • Maintained the Daily PPM data for shop floor. • Involvement in ISO activities in shop floor.



(SATISH S. LONDHE)