**CURRICULUM VITAE**

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| NAME: ANAND RAMESH JADHAV. |

Address : At Post- Poyanje,

Taluka : Panvel

District : Raigad, Navi Mumbai, Maharashtra

Pin Code : 410221

Mob. No. : 7769875045

7875340382

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| OBJECTIVE |

To put abilities and learning skill to best use and make my effective Contribution to an organization for a bright and rewarding career.

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| EDUCATION QUALIFICATION |

Strong Communication skills & ability to visualize client request.

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| **Qualification** | **Board** | **Year of Passing** | **Result** |
| T.Y.B.SC.(CHEM.) | Mumbai University | 2017-2018 | Graduate |
| H.S.C | Maharashtra State Board | Feb-2013 | Pass |
| S.S.C | Maharashtra State Board | March-2011 | Pass |

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| WORK EXPERIENCE |

* **Currently working in M.J.Biopharm Pvt.Ltd. as a Warehouse Officer.**
* **One year working experience in Chemspec Chemicals Pvt. Ltd. As a Store Assistant.**
* Receipt of raw material & packing materials prepare GRN & send to QC for quantity inspection
* Prepare raw material receipt checklist. Prepare Quarantine labels & affixed on consignment.
* Update the Documents on daily basis like inward register, stock register, dispensing register etc.
* Coal & spent acid loading & unloading.
* Monitor & fill daily Calibration & Humidity record.
* Material storage, stacking & segregation as per compatibility chart.
* Maintain store as per GMP guidelines. Follow the procedure as per SOP.
* Maintain cleanness in store.
* Follow the safety norm in store.
* Monitor all activity in absence of colleague.
* **Six months working experience in Sisco Research laboratories Pvt.Ltd. As a F.G.Stores & Packing Supervisor.**

- Verify the job cards then assigning work as per the job card. - Allocating work to all packing workers as per job card and providing them with all raw material and packing material as per required for the work. - While packing any material inform about the material and ensuring safely and Correctly packed the materials. - Maintain the record of daily basis.

- Coordinates with Qc and maintain material availability. - Performing all work in accordance with company standards and established safety procedures implementation of GMPs - Maintain and monitor all the activities of F.G.store. - Maintain cleaness and discipline of F.G.store.

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| PERSONAL SKILL |

* Hard Working
* Result Oriented
* Friendly Profile in Nature

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| OTHER QUALIFICATION |

* Industrial Chemistry.
* Dairy Science & Technology.
* Instrumental Method of Chemical Analysis.

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| COMPUTER SKILLS |

* Basic Computer Skills
* MS-CIT Basic Course.

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| HOBBIES |

* Playing Chess.
* Learning New Skills Online.

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| PERSONAL DETAILS |

Name : Anand Ramesh Jadhav

Date of Birth : 24 May 1995

Sex : male

Marital Status : Single

Nationality : Indian

Languages : Hindi,English,Marathi

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| DECLARATION |

I hereby solemnly declare that all the information give above is true and correct to the best of my Knowledge.

**(ANAND JADHAV)**