

HARISH P L

Contact no: +91-7338288269

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OBJECTIVE:

Outgoing and ambitious graduate, seeking a challenging position that will give me an opportunity to learn, improve and contribute my skills in achieving the common goal of the organization.

SELF PROFILE:

Capacity to work independently and energetically with full confidence for achieving the targets to investigate the things with a positive and particular attitude is my greatest strength.

ACADEMIC QUALIFICATION:

EXAMINATION	UNIVERSITY/BOARD/INSTITUTION	YEAR	PERCENTAGE
Bachelor of commerce	BANGLORE UNIVERSITY Sri SIDDAGANGA FIRST GRADE ARTS &COMMERCE COLLEGE NELAMANGALA	2020	80%
Pre-University Course	Dept. of pre-university Education board Gov. PU COLLEGE YANTAGANHALLI	2017	87%
Secondary School Leaving Certificate	Karnataka state board SSRHS GM HALLI	2014	71%

SKILLS:

- Attention to Detail
- Time Management
- Leadership skills
- Problem solving
- 'Good written and Oral Communication

- Inbound and outbound maintains
- Goods service tax invoice creating
- Goods receiving note (GRN)
- PHYSICAL STOCK CHECKING
- Monthly stock auditing
- Flour in charge
- Ageing report record Maintains
- Credit note giving to customer
- GRN & DC ENTRY IN TALLY AND SAP
- MANPOWER DIVIDING TEAM IN DAILY ACTIVITIES
- CUSTOMER FOLLOW UP
- Maintains the store all Report and records in mail communication
- Purchase order creation in SAP
- Indent follow ups
- Audit purpose all records maintain
- Daily cycle count report

RELEVANT COURSEWORK:

- Microsoft-Office (Word, Excel, Power point)
- Tally - Enterprise Resource Planning 9.0
- Good and Services Tax Filing & Returns
- SAP MM

ACHIVEMENTS :

Active member of college fest and deplane committee
Achieved 2nd place inter college debate on social welfare and Entrepreneur

PERSONAL DETAILS:

Permanent Address	:	Harish PL s/o Lakshmi kanth P M PANNAYANAPALYA ,GUDEMARANHALLI POST, MAGADI TQ , RAMANAGAR DISTRICT- 562127
DATE OF BIRTH	:	04-01-1999
MOTHER NAME	:	MANJULA SR
GENDER	:	MALE
MATERIAL STATUS	:	UNMARRIED

NATIONALITY	:	INDIAN
RELIGION	:	HINDU
LANGUAGE KNOW	:	KANNADA,ENGLISH

DECLARATION:

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the particulars.

EXPERIENCE:

- **MAINI PRECISION PVT LTD**
1year experience as store executive.
- PRESENTLY WORKING IN
CHAITANYA PVT. LTD 2years ,working experience as store executive

DATE:
PLACE:

SIGNATURE
HARISH P L

