

CURRICULAM VITAE

HARISH KUMAR

V.P.O. Chang Pin Code-127027

Teh. Bhiwani & Dist. Bhiwani

Mob: **8377054039,9050363895**

Email ID: harish.krothwal21@gmail.com

OBJECTIVE:

To work in a competitive atmosphere, face challenges & new problems & achieve new goals so as to grow my self as well as company in the new millennium

COMPANY:

SHIVANK UDYOG LTD

Shavank Udyog Ltd as one of the fast growing Manufactures & Exporters of Ready-made Garments & T-Shirts from India. The company undertook the responsibility to manage the composite set up with its existing set up already functional and some important addition plan to make it the best plant in the region. Working with many Buyer's i.e. KIABI, BERSHKA, GEORGE, NEW LOOK, PIMKI,MANGO, IN-WEAR,NEXT SOURCING, BAZAR, URBANOUTFIT,PROMOD,OYSHO,TELLY WEIJL,LEFTIES etc.

PARADIGM LEATHER ACCESSORIES PVT. LTD.

Paradigm Leather Accessories Pvt. Ltd as one of the growing Manufactures & Exporters of Leather Accessories ie. Leather Belt , Leather Bag , Wellets , Trolley Bag etc. Working with many buyers ie. Export buyer - BERSHKA,PIMKI,WRANGLER etc.

Domestic buyer –BLACKBERRY,A.V. THOMAS etc.

SHIVA INTERNATIONAL APPARELS.

Shiva International Apparels as one of the growing Manufactures, Exporters & Online Selling of Readymade Garments etc. working with many buyers ie. Myntra, Hooks Hastsport and Launch self Brand ie.Pluss and Safana and online selling ie. Myntra, Amazon etc.

Employment Record

Durations:

From 19 Mar 2012 to 22 Jan 2018 in Shivank Udyog Ltd. working as a Asst. EDP.

Shivank Udyog Ltd is using its own software called as Total export manager "TEXMA" for the entire Data- base related to Operation of Garment manufacturing.

From 23 Jan 2018 to 10 Sep 2018 in Paradigm Leather Accessories Pvt. Ltd. Working as ERP & EDP Admin.

From 11 Sep 2018 to 20 June 2019 in Shiva International Apparels Working as ERP & EDP Incharge.

Trouble Shooting Of Computers. Installation & configuring of LAN Networking E.RP. Installation. Repairing and maintenance of computers. Repair the faults of computer & Printers. Configuring of Outlook Express.Maintenance of CCTV Camaras and DVR.

- Making all accessories and fabric Purchase order in store.
- Making all type of production po and handling and monitoring.
- Working on Buyer Order, Making B.O.M. to calculate style wise purchase

- requirement,
- Making GRN for receiving of goods whatever purchased, Making Purchase Return in case of any return to Supplier's.
- Passing bills all types i.e. Accessories and fabrics etc.
- Handling complete inventory ERP system.

Job Profile

- Installation of Hardwares ie.printer scanner etc.
- Assembling computer and printers scanners etc.
- Internet surfing downloading etc.
- Networking problem, cable punching, switch and routers etc.
- Maintane of Printer,Ups etc.
- Configuring Outlook Express.
- Installation and manage of SQL Server.
- Inventory handling on ERP software ie. Texma, Texma Next

EDUCATIONAL QUALIFICATIONS:

- 10th passed with 62% marks from H.B.S.E Board (HR).
- Polytechnic Diploma in Computer Science with 62% marks, from G.B.N.Govt. Polytechnic Nilokheri (Karnal).

Skills

- | | |
|-----------------------------------|--|
| 1. Operating System | Window X.P,
XPsp2,XPsp3,Window7,window10,server
2008,

Server 2012 and server 2016 |
| 2. Environment | M.S Windows, Network, and ERP |
| 3. Programming Languages
basic | Basic Knowledge of Visual-FoxPro, Visual |
| 4. Spreadsheet Packages | Microsoft Word, Excel, power point. |
| 5. Massage Transferred | Internet, E-mail, Outlook and we transfer etc. |

Salary:

- Expectation : Negotiable

Personal Details:

Father's Name	Sh.Rajbir Singh Jangra
Date of Birth	20-05-1992
Nationality	Indian
Marital Status	Unmarried.
Hobbies:	Internet Surfing, IT Magazines Watching Movies, Listening music.
Personal Strength:	Positive Attitude, Hardworking, Dedicated, sincere, co-operative and my family.
Permanent Address	V.P.O. Chang Teh. & Dist. Bhiwani Near Girl Govt.Ser.Sec.School.

DECLARATION:

I hereby declare that all the information furnished above is true to the best of my knowledge. If I am given the opportunity to serve the organization I

will leave no stone unturned to prove my ability.

Date:.....

Place:.....

(Harish Kumar)

