

RAHUL RAJ

Om sai enclave house no-172 Chipyana buzurg Street no-11,GZB U.P Pin code-201309
9871631830//7579560398 | rahul0020150@gmail.com

Objective

1.I seek challenging opportunities where I can fully use my skills for the success of the organization.

Experience

- Sunder enterprises Pvt ltd** 03-01-2021 - 31-12-2021
Purchase Executive and ERP Executive
1.To search New Potential vendors through Indiamart,Justdial,Amazon,Flipkart etc.
2.Negotiation with vendors regards products or material.
3.Follow up with vendors to dispatch of products or materials on time.
4.Make comparative sheet with same products or materials with different vendors.
5.Make purchase orders through ERP software.
6.Follow up with accounts teams regards payment terms of purchase products or materials.
7.Follow up with store or warehouse team to check the physical regular updated stock
8.Checked out the mail properly.
- 4 quarter technologies Pvt ltd (Starlandcraft Pvt ltd)** 10-01-2022 - 31-04-2025
Purchase Executive and ERP Executive
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2.Negotiation with vendors regards products or material.
3.Follow up with vendors to dispatch of products or materials on time .
4.Make comparative sheet with same products or materials with different vendors.
5.Make purchase orders through ERP software.
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8.Checked out the mail properly.
- Kantech Projects Pvt ltd** 1-05-2025 - 25-09-2025
Purchase executive and Erp executive
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5.Make purchase orders through ERP software.
6.Follow up with accounts teams regards payment terms of purchase products or materials.
7.Follow up with store or warehouse team to regular updated stock .
8.Checked out the mail properly

Education

- Dav public school** 2013
10th
7.04CGPA
- Gyan jyoti public school** 2015
12th
59%
- A.P.J Abdul Kalam technical university** 2020
B.tech (Electronic and communication engineering).
7.04CGPA

Skills

- 1.Knowledge of Erp software like 4qt erp,Farvision software erp,Dms software erp 2.Knowledge of stock maintain in Erp through warehouse.3.Knowledge of vendors development 4.Knowledge of invoices,Gst etc.

Projects

- **Vehicles theft detection through Gps and Gsm**

In this project I have to use two major electronic component ie. Gps and Gsm.

Achievements & Awards

- 1.I take few awards from the college .

Interests

- Hobby - 1.Clean 2.Interroception 3.Seeing birds(like Parrot,kiwi)

Languages

- 1.I speak English average

Personal Details

- Date of Birth : 14-04-1998
- Marital Status : Unmarried.