

CURRICULUM VITAE



Mahender Nakha

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CAREER PROFILE

To be a member of an organization where growth, prospects are unlimited and individual is recognized by his work. As a man who believes in professionalism I am creative, innovative and looking ahead to work in a challenging environment in order to strive hard for excel lance. A dynamic & self- motivated professional with excellent communication, interpersonal, multi-tasking & leadership skills with relevant experience. Know the value of sharing knowledge and have always enjoyed a constructive and effective relationship with the client/user base and my technical peers.

PERSONAL DETAILS

Date of Birth: 08-05-1973, Gender: Male, Marital Status: Married

Fathers Name: Sri N. Shankaraiah Late Occupation: Farmer

Mothers Name: N. Padmavathi, Occupation: House Wife

Better Half Name: N. Sujatha M.A (Economics), B.Ed, TET, Occupation: House Wife

Son: N. Shashidher, Occupation: Intermediate Bi-pc Medicon II nd Year

Daughter: N. Shruthi, Occupation: 10th Standard

LANGUAGE SKILLS: Read Write And Speak: Telugu, English, Hindi

EDUCATION

B.A (EPP) 1992-95 Osmania University - Social Science – 52%

PG Diploma in Material Management 2011-12

A.P Productive Council Hyderabad, Material Management – 62%

ISO 9001:2000 Internal Auditor

Certification Training Program held in 02 & 03-08-2008 Certificate from Moody International Limited

EXPERIENCES

Sl No	Designation	Company Name	Period	
			From	To
1	Manager Purchase	Modi Properties	04-2022	Till Date
2	Manager Purchase	SVK Laboratories Pvt Ltd	01-2022	04-2022
3	Manager Purchase	Path Care Labs Pvt Ltd	01-2018	09-2021
4	Manager Stores & Logistics	ConMech Auto Consultants India Pvt Ltd	01-2016	01-2018
5	Officer Commercial	Sentini Beverages Pvt Ltd	03-2011	01-2016
6	Executive Purchase	Oyster Medisafe Limited	11-2007	03-2011
7	Officer Purchase	Sangam Health Care Products Limited	01-2006	10-2007
8	Officer Purchase & Stores	Red Rose Metal Industries (GOA Gutka)	05-2003	12-2005
9	Asst., Stores	LFM Engineering Pvt Ltd (XL Telecom Ltd)	04-2000	04-2003

SKILLS & PROFICIENCY

Technical Skills

MS Office, ERP {Enterprises Resource Plan}, Knowledge in Oracle

Personal Skills

Price Negotiations, New Vendors Development, JIT (Just In Time), MIS (Management Information System), Inventory Control, Stock Levels, smooth operations with internal department, maintain all stores & purchase related documents & registers with staff allocation for smooth operations etc

HOBBIES: Reading Newspaper, Watching TV, Web Searching for information which is we need

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JOB PROFILE (Company Wise):

Modi: It is Construction Industries past 25 Years Building of Apartments, Villa, Club House, Plots and Farm House etc., Here I am In-charge of the dept., reported to Managing Director New Vendor development for MEP (Mechanical, Electrical and Plumbing) and all related building materials

SVK: It is manufacturing unit of Pharma API (Active Pharmaceutical Ingredient) Here I am In-charge of the dept., reported to Director (Purchase & Admin) procurement of Raw Materials, Solvents, R&D Chemicals, Packing Materials, Engineering Items for Maintenance (Electrical, Hardware, Lubricant Oils, Sensible Items, Pumps Motors, Reactors, Boiler etc.,)

Pathcare: It is Diagnosis Service organization having 45 branches in PAN India Here I am In-charge of the dept., reported to COO(Chief Operated Officer) procurement of all testing related kits and chemicals, glassware items for Central Lab & Branches, here centralized Purchase system, receiving indents through LIS (Lab Information System) online and prepare the budget submit to the management for approval as per approved budget we arrange to send the material to concern labs in-time don't disturb to service

ConMac: It is manufacturing unit of lifting Cranes different sizes for construction Company's lifting of Materials and manpower to constructed area, 100% engineering unit Here I am In-charge of the Dept., maintain Stores and Logistics activities

Sentini: It is manufacturing unit of Liquor {FMCG} like Brandy, Whisky Brands Crazy Doll, Old Label, Black Label, Empire Whisky Empire Brandy, Sentini Special Here I am maintain the all purchase activities under the Manager Commercial, we procure the Packing and Raw Materials, Raw Material is ENA {Extra Nutrient Alcohol}, Packing Materials CC Boxes, ROPP Caps, Glass and PET Bottles, Printed Labels, BOPP Tapes etc.,

Oyster: It is manufacturing unit of Health Care Products like Disposable Syringes, Needle, I V Set, B T Set, Urine Bag etc Here I am maintain all purchase activities under the Executive Director, we procure the Raw, Packing, Consumable and Engineering goods {around 1000-1500 Items}

Sangam: It is manufacturing unit of Health Care Products like Disposable Syringes, Needle, I V Set, B T Set, Urine Bag etc., Here I am maintain all purchase activities under the Manager Purchase, we procure the Raw, Packing, Consumable and Engineering goods {around 1000-1500 Items}

Red Rose: It is manufacturing unit of Furniture like Halmaras, Bed Cots Supply to Tirumala Tirupathi and Kanipakam Temple and Govt., Tenders Here I am maintain all purchase and Stores activities under the Unit In-charge, we procure the MS Sheets, Pipes, Hinges, Revits, Cutting, Grinding and Buffing Items etc.,

LFM: It is manufacturing unit of Telecom Jointing Kits like Jelly, Cleaning Liquid, Sleeve, SS Channel etc., Here I am maintain all Stores activities under the In-charge Stores, maintain of stores activities like issues, receipts, dispatches, preparation of GRN etc.,

I hereby declare that the above written particulars are true to the best of my knowledge and belief

{Mahender Nakha}

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West Gandhinagar, Dammaiguda,
Nagaram Post, Keesara Mandal,
Medichal District, Hyderabad-83, Indian