**CURRICULUM VITAE**

**Mr. DINESH KUMAR RAJBANSHI**

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**CAREER PROFILE:**

I am a self motivated person, very adaptable, honest and reliable with a flexible approach. I am very open minded and like setting targets and to achieve goal. I have excellent professional knowledge of Enterprises resources planning in production module.

**KEY SKILLS AND ABILITIES:**

* **Good communication skills**
* **Ability to work under pressure**
* **Computer Literate ( MS Office)**
* **ERP Dynamic 365 manufacturing module**
* **Hard working, persistent and result oriented**
* **Team worker believes in initiating and leading from front**
* **Good organizational skills**
* **Strong interpersonal & problem solving abilities**
* **Multi-task ability**

**WORK EXPERIENCE:**

* **Emirates Flight Catering (DUBAI), UAE**

Production Planning assistant 20th Aug 2003 – 7th January 2021.

**KEY RESPONSIBILITIES:**

* Airline Forecast based past records.
* Run MRP report for Raw material.
* Place order to internal and external suppliers in agreed lead time.
* Confirm receipt the orders in the system in daily basis for accurate food cost report.
* Supervising staff within a shift/section and allocate.
* Seek guidance and assist of seniors in case of any issue occur, managing daily activities for beyond excess and authority.
* Making decision in absence of seniors and escalate issues when necessary.
* Monitor the system transaction in case any mismatch, troubleshot.
* Check & insure customer satisfaction.

**CERTIFICATE OF APPRECIATION FROM EMIRATES FLIGHT CATERING:-**

* Certified elementary Food Hygiene Certificate Level 2
* Najam star (GOLDEN ) award
* Najam star (Silver) award
* Team work training
* Safety training

**KITOPI LLC**

**Data Analyst 12th Jan 2021 – 29th Aug 2024.**

**KEY RESPONSIBILITIES:**

* Manage data of 200+ kitchen across 5 country (UAE,BAH,QATAR,KSA,KUWAIT)
* New product creation with correct unit trade agreement
* Prepare market list for new onboarding brands.
* Create recipes validate ingredients, units, cost etc.
* Monitor the internal and external transactions.
* Remind the concern of pending transaction and make sure transactions are closed in real time of receipt and delivered.
* Report to the technical team in case issues occurs beyond my reach.

**EUDCATION PROFILE:**

* 2000 HSEB +2 in Commerce( Higher Secondary Education Board), Nepal
* Basic knowledge of computer and Microsoft office
* ERP production manufacture module

**PERSONAL DETAIL**

* Date Of Birth : 11-02-1983
* Nationality : Nepali
* Language Known : English,Nepali & Hindi
* Marital Status : Married
* Gender : Male
* Passport No : **07323369**
* **License : Light vehicle Automatic**

**CONCLUSION & DECLARATION**

I hereby certify that the above mention statement is correct & true to the best of my knowledge & belief.

**(DINESH KUMAR RAJBANSHI)**