

# Trivikram Prasad

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Passport No: T2280336  
Issued: 23-01-2019  
Expiry: 22-01-2029  
Entry Permit No: 201/2024/11401013510  
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Issued: 03-10-2024  
Valid Until: 01-12-2024



## Objective:-

Seeking assignment in growth oriented organization which can capitalized my experience & potential, where I can feel a sense of belongingness to the best of my ability. Which can also help me to grow professionally as well as on the personal front.

## Computer Literacy:-

- Operating Systems : Windows XP/2007
- Software Knowledge : Logic Software
- Internet Applications

## Qualification: -

- Graduation in 2012 from **Manav Bharti University, Solan (H.P.)**
- 12th in 1996 from **U.P. Board.**
- 10th in 1992 from **U.P. Board.**

## Work History:-

- **Current Organization** :  
**Kiara Jewellers, Bur Dubai - As an Inventory controller**
- **Previous Organization**  
**Jaishree Trading Co. Pvt. Ltd., Punjab**
  - Nature of Business : Readymade Garments
  - Distribution : Octave, Wrangler, Spykar, Blackberrys
  - Designation : Inventory Controller
  - Duration : December, 2016 to 07 April, 2024
- **Paramount Fashions Pvt. Ltd., Chandigarh**
  - Nature of Business : Readymade Garments
  - Distribution : Numero Uno, Red Tape, Vintage Blue, Relay and Rookies.
  - Designation : **Inventory Controller and Sales Executive**
  - Duration : Jan. 2006 to Nov. 2016.

## Strength & Positive:-

- Excellent team work
- Positive attitude
- Problem solving skill
- Adapt to different places and cultures

### **Job Responsibility:**

- Verify and manage inventories as per invoices based on purchase orders.
- Prepare Customers Bill, credit note, margin and process of all billing activities.
- Handle dispatch and billing updates to franchisees and MBO stores.
- Resolving issue related to dispatch, billing & payment of franchisee and MBO stores.
- Prepare and manage account statements.
- Creation of Sales and Stock report to Marketing team.
- Manage of payment updates.
- Inventory recalculation from Actual vs. system.
- Co-ordination with Company/Brand/Category for inventory control.

### **Language skills:-**

Reading, Writing and speaking knowledge of English & Hindi

### **Personal Details:-**

Address	:	Vill- Mundil, Po-Seem, Almora Pin-263680, Uttarakhand
Father's name	:	Late Shri Vishambar Datt
Date of Birth	:	12-05-1977
Sex	:	Male
Marital Status	:	Single
Nationality	:	Indian
Passport No	:	<b>T2280336</b>
Languages known	:	English, Punjabi, Hindi

### **Hobbies:**

Listening to soft music, yoga, playing and reading of spirituals books.

Signature