

Harsh Yadav

207 Santoshnagar High tension road subhanpura Vadodara Gujarat
390023

+917405071775 | harshinternational69@gmail.com

Summary

- I possess skills and abilities that could further enhance my career with attributes such as good communication skills, organizational skills, the desire to always do my best in every assignment rendered and I am a fast learner and am willing to explore every given opportunity and turn that to a result driven task and to meet every expectations

Objective

Hardworking Trainee known for learning quickly, taking detailed notes and asking questions for superior understanding. Committed to punctuality, accuracy and streamlining processes for increased productivity. Outstanding work ethic

Experience

- Huliot India** 10/08/2023 - 05/06/2024
Trainee
 - ¶ Scheduling Container Inquiry with Cha. ¶ Tracking the Container and updating to Planning manager..
 - ¶ Making Purchase Order into Zoho
 - ¶ Generating E-way bill.
 - ¶ Doing Inward of container.
 - ¶ Managing Inventory into Warehouse.
 - ¶ Assisting the Supply chain manager.
 - ¶ Issuing Debit and Credit Note.
 - ¶ Maintaining the data accuracy in the systems used internally

Education

- Vidhyamandir Vidhyalaya** 2020
HSC
64%
- Maharaja Sayajirao University of Vadodara** 2023
Bachelor of commerce
65%
- IIIEM Vadodara** 2021
Certificate in Import Export

Technical Knowledge

- Zoho Inventory
Bitrix24

Skills

- Very well versed with Microsoft Word, Excel, PowerPoint, Outlook

Languages

- English
- Gujarati
- Hindi

Reference

- **Prassana Shetty - Huliot India**
Deputy Ceo
98205 32632