**CURRICULUM VITAE**

**Sushma Nadlamani**

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 **Career Objective**

“To work with any organization or a group that ensures learning, growth and a challenging environment and also provides an opportunity to enhance my skills and abilities for mutual benefit continuous learning experience.”

#  Skills Set

* Creative and self confident
* Willingness to learn new things
* Committed to assigned task
* Decision making

#  Educational Qualification

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course** | **University/Board** | **School/College** | **Year of Passing** | **Percentage** |
| **B Com** | Karnataka University Dharwad | K L E Arts And Commerce Degree College Saunshi | 2020 | 79.86% |
| **PUC** | Karnataka Pre-University | K L E College Saunshi | 2017 | 81.66% |
| **SSLC** | Karnataka Secondary Education Examination Board | S J F S High School Saunshi | 2014 | 68.80% |

#  Computer Knowledge

* MS Word, MS Excel, MS Power Point
* Basic Computer and Internet application
* Tally ERP

#  KEY SKILLS

* Team Handling.
* Strong communication skills
* Logistic and Procuring
* Material Management
* Inventory Management
* Merchandising

#  Previous Worked Experience

1. Company Name :-Metro Cash and carry
2. Designation :-Team Member

Location :-Hubli

Key Responsibilities :-

 **.** Re**-**ordering

* + Responsible for availability of stocks in floor
	+ Responsible for Control Damage and Expiry.
	+ Focus on fast moving stocks availability.
	+ Follow-up with Vendor for stocks supply.
	+ Vendor relationship Management.
	+ Raising orders and ensuring stocks in store.

#  Personal Details

**Date of Birth:** 31/10/1999

**Languages:** English, Kannada,

**Hobbies: Reading Books, Hearing music.**

**Address:** A/P Saunshi Tal-Kundgol Dist-Dharwad

#  Declaration

The above mentioned information is true and correct to the best of my knowledge and belief. If I am selected and given a chance to serve in your esteemed organization I shall prove my best and ability to the entire satisfaction of my superiors.

Thanking you,

Date: 25.08.2022 Yours faithfully

Place : Hubli Sushma N