

Kundan Satish Chorghade

At/Post Phursungi Gaon, Chorghade Mala ,Tal-Haveli Dist-Pune 412308

Mob No. - 7875572764

E-Mail - kundanchorghade7@gmail.com

OBJECTIVE:

Looking for a challenging career where I can utilize my skills and strength to contribute towards personal and organizational growth.

EDUCATIONAL QUALIFICATION:

- Bachelor of Computer Application - (First Class) -2025
- H.S.C from Maharashtra Board (Second Class) - 2020
- S.S.C from Maharashtra Board (First class with distinction) - 2018

ADDITIONAL KNOWLEDGE:

- MS-CIT Computer course.
- TYPING 30WPM
- C Language
- SAP System (MM Module).
- Learning Management System.

CURRENT EMPLOYMENT:

From - Oct 2021 To Till Date

Serum Institute Of India Pune, SEZ Unit Hadapsar.

- Designation - Asst.Trainee

COMPANY PROFILE:

Serum Institute of India Pvt. Ltd. is now the world's largest vaccine manufacturer by number of doses produced and sold globally (more than 1.5 billion doses) which includes Polio vaccine, Diphtheria, Tetanus, Pertussis, Hib, BCG, r-Hepatitis B, Measles, Mumps, Rubella as well as Pneumococcal and Covid-19 vaccines. It is estimated that about 65% of the children in the world receive at least one vaccine manufactured by Serum Institute. Vaccines manufactured by the Serum Institute are accredited by the World Health Organization, Geneva and are being used in around 170 countries across the globe in their national immunization programs, saving millions of lives throughout the world.

WORK EXPERIENCE:

- **Storage of material:** Checking all the materials for their specific storage conditions and storing it always as per manufacturers recommendation and material compatibility.
- **Dispensing of materials:** Dispensing of raw materials and packing materials (PPM & SPM) as per manufacturing plan by following the FEFO and FIFO system and update all the relevant records.
- **Dispensing of Solvents:** Dispensing of solvent materials as per the batch requirements by following all relevant procedures.
- **Inventory management system:** Prepare and update material inventory record, carry out the physical stock verification.
- **SAP Entries:** Awareness of all SAP entries i.e., Material issuance entries, GRN entry, Miscellaneous material issuance entry, reservation of materials for batch.
- **Day-To-Day Warehouse activities:**
 - Maintain day to day records of weighing balance calibration, verification, equipment cleaning, area cleaning and sanitization.
 - Close monitoring of nearing retesting and expiry materials and co-ordinate with department head.
 - Follow up with QC for release of Raw and Packing materials as per manufacturing plans.
 - Daily temperature monitoring of PM store, RM store, Cold rooms, Freezers and Ultra Low Deep Freezers.
 - Daily review of retest materials, expired materials from SAP System.
 - Reconciliation raw and packing materials at the end of consignment.
 - Receipt of materials against MRN.
 - Co-ordination with QC dept. for sampling of raw & packing materials.
 - Work planning for day-to-day basis.

STRENGTHS:

- Self-confidence & positive attitude. · Physical & mental fitness · Ability to accept changes.
- Broadness of learning.
- Good presence of mind.
- Hard, sincere & honest working skills.

PERSONNEL INFORMATION:

Name : Kundan Satish Chorghade

Father's Name : Satish Bhikoba Chorghade

Permanent Address : At/Post Phursungi Goan, Chorghade Mala Tal-Haveli Dist-Pune 412308

Date of Birth : 08 January 2002
Marital status : Unmarried
Languages known : English & Marathi, Hindi.

Place:

Date:

I hereby declare that the above information is true to the best of my knowledge.

**Thanking you,
Kundan S. Chorghade**