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DANISH CHAUDARY

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OBJECTIVE

To occupy respectable position in a reputable organization by using professional skills gained during my entire academic career as well as on job position and to become a true professional.

CAREER GOAL/AMBITION

I want to exploit my talent to become dynamic, technical-oriented professional specialized in various forms of Warehousing and Business, seeking a career with Senior position to utilize my skills and abilities in the Computer industries that offers professional growth while being resourceful, innovative and flexible. Desperately willing to work as a key player in challenging and creative environment where my previous experience and skills with the help of Advance studies can be put together to efficient and best use.

PROFESSIONAL EXPERIENCE

FIRST FIX (The Fundamental Installation For Electric Works) (April 2023 To Nov 2024)

Store In-Charge:

Job Responsibilities:-

- Material Controller
- Receiving & Issuance of material
- Inventories Controller
- Assets Controller (All Tools & Machinery)
- Consumables Controller
- Purchasing, Issuance & Receiving Controller
- Control Damage (Maintenance of Grinders, Electrical Works & Machinery)
- Issuance of Purchase Requests & Purchase Orders
- Work Location (Yamama Palace, Salman Park Riyadh)

AL-SHALAWI INTERNATIONAL CONTRACTING COMPANY (Jun 2019 To Feb 2023)

Warehouse Supervisor:

Job Responsibilities:-

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▪ **BY ERP INNOV BASE 7 SOFTWARE FOR WAREHOUSING**

- Material Controller
- Receiving & Issuance of material In Central Warehouse.
- Inventories Controller
- Assets Controller (All Tools & Machinery)
- Consumables Controller
- Weekly & Monthly Orientation Of All Storekeepers.
- Monthly Inventory Verification (Verify The Consumption & Receiving Of Each Month)
- Verify The Total Amount Spend on Site.
- Daily Attendance.
- Inspection Of All Site To Make Sure Safety & Storage Procedure.
- Inspection Report Of All Main Assets.
- Checking Tags & Storage (Layout Of All Stores).
- Control Damage (Maintenance of Grinders, Electrical Works & Machinery)
- Issuance of Purchase Requests & Purchase Orders

Note: - ALL JOBS DONE BY THE ERP INNOV BASE 7 SOFTWARE FOR WAREHOUSING

POWER TECH FOR METAL FABRICATION (PT-STEEL) (Al-Jubail) (Feb 2017 To Feb 2019)

Store Incharge:

Job Responsibilities: -

- Material Controller
- Receiving & Issuance of material (As per ARAMCO Standards)
- Inventories Controller
- Assets Controller (All Tools & Machinery) (As per ARAMCO Standards)
- Maintenance Controller (Following procedure as per ARAMCO Standard)
- Consumables Controller
- Purchasing, Issuance & Receiving Controller
- Maintaining Yard (As per ARAMCO Standards)
- Responsible For Paint Storage Area, Machinery Area, Material Area & Consumables
- Control Damage (Maintenance of Grinders, Electrical Works & Machinery)
- Site Controller
- Issuance of Purchase Requests & Purchase Orders

Note: - All responsibilities were as per the Aramco Procedure

TELECOM FOUNDATION MANPOWER AND TRAINING (DIPLOMA) (JAN 2014 – MAR 2014) PART TIME INTERNSHIP

DANISH CHAUDARY

- Optical Fiber Transmission System & Cable Splicing

RECENT CONSTRUCTION -ISLAMABAD

**BLOCK-F, FAZL-E- HAQ ROAD,
BLUE AREA, ISLAMABAD**

IT Support/Network Assistant

Aug 2012 – July 2015


Assistant

Sep 2012 – Feb 2013

Job Responsibilities:

- Assembling and configuring network components and associated services.
- Installing and testing necessary software and hardware.
- Establishing network users, user environments, directories, and providing security
- Providing users with network technical support.
- Performing network troubleshooting to isolate and diagnose common network problems.
- Performing all additional tasks given by the IT Manager

EDUCATION

 **Board of Intermediate & Secondary Education**

Rawalpindi

SSC PART 1(Science Group) – 2008

SSC PART 2(Science Group) – 2009

Intermediate In Computer Sciences (ICS) _ 2010-2011

CERTIFICATION

➤ **Certificate in Computer Practical Training**

National Computer & Commercial College

May-2009 to August-2009

➤ **Diploma Of Information Technology**

Trade Testing Council

July-2011 to June 2012

IT SKILLS SUMMARY

- Windows-XP / Vista / Windows-7
- MS Office (Word, Excel, PowerPoint)
- Telecom Foundation Manpower Splicing
- Check (DP) and Fault
- Make wall (DP)

DANISH CHAUDARY

- (OSP) Outside Plant Jointing and Maintaining Main Transmission Line
- Make(DP) ,H Plus
- Check and find Fault
- Work At Out Bond Call Center

PERSONAL INFORMATION

Name: Danish Chaudary
Iqama Number 2407244280
D.O.B: 20 – Oct – 1991
Marital Status: Single
Nationality: Pakistani
Religion: Islam
Address: Dammam, Saudi Arabia
Iqama: Valid & Transferable

INTERPERSONAL SKILLS

- Self Confident
- Proactive
- Quick Learner
- Dedicated to work
- Proficient in computer
- Communication skills
- Good analytical skills

REFERENCES

Rafaqat Ali Zahid
Managing Director
Recent Construction-Islamabad
Mob: +92 321 5127914

Sheikh Ali Saeed
RECTOR -Exploreville School System
Landline: Direct- 0092 51-4906347
Cell: 0092-346-5225232

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- *OTHER REFERENCES CAN BE FURNISHED WHEN REQUIRED*
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