### RESUME

### KRISHNA MURARI SINGH

House No.112 Sector 44

Noida

Mobile No: 09015773117, 7052071871 Email Id : kkrishna7423@gmail.com

# Career Objective

To Obtain a Challenging & responsible position in a professionally managed organization where I can contribute to the successful growth of the organization by utilization of my professional skills, hard work & determination.

# Professional Experience: Total : 5 years

1. Certified Course in **SAP Material Management**
2. **Presently working** at FairTek Lab Pvt Ltd New Delhi

 Designation: Sales & Purchasing Executive

 Duration : 2 years (June 2014 to June 2016)

 Job Profile:

 Procurement and Sales of IT Products

 Finalizing vendors /selection of vendors.

 Testing of Products

 Sales and Services of products

 Solving requestor queries of clients.

 **3. Past Employer :** Erection instrumentation Pvt. Ltd., New Delhi

 Designation: Sr. Logistic & Purchase Executive

 Duration : 3 years (July 2009 to June 2012)

Department : Purchase

Job Profile: 1. Getting Quotation from Vendors.

 2. Finalizing Vendor / Vendor Selection

 3. Negotiation with Vendor/Rate finalization

 4. Purchase Order Releasing

 5. Generating/releasing schedule to the Vendor

 6. Follow up for timely delivery of material

 7. ERP – Empower, Data Handling & Management/MS Excel/PowerPoint

 8 .Request for quotation

 9. Warehouse Management

**Educational Qualification**

**1. M.Tech (Electronics & Communication Engineering)**

 University of Delhi .

 Year 2012-2014

 Percentage-65%

 Six months Industrial Internship from **Institute For Plasma Research Gandhinagar,**

 **Gujrat** to fulfillment for M.Tech degree.

**2**. **B.Tech (Electronics & Communication Engineering)**

 UPTU Lucknow

 Year 2005-2009

 Percentage-76%

 Six weeks Industrial from **I.T.I. LTD Naini Allahabad** to fulfillment for B.Tech

 degree

**3.** **Windows Skills:**

 MS Office (MS Excel, MS PowerPoint MS Word)

 Operating System : Window 2003/vista/07/08/10

**Personal Details :**

Name : Krishna Murari Singh

Father’s Name : Mr. Sheo Mangal Singh

Date of Birth : 02 Aug 1985

Lingual Ability : Hindi, English.

Permanent Address : Village –RehiKalan Naini,Allahabad -211010(UP)

**Declaration:**

The information furnished above is true to my knowledge and in case of any discrepancy I will be held responsible.