



FALCON[®]
MULTI SERVICES LTD

Falcon Multi Services Ltd

201, Creado, Juhu Chruch Road, Juhu Mumbai 400049

Personal Information

Candidate id	7920
Name	Law kumar
Date of Birth	1988-06-24
Salary (in USD)	4000/Per Month
Industry	Oilfield Services
Sub Industry	CAD / CAM
Nationality	India
Primary Language	Hindi,
Secondary Language	English,
Total Years of Experience	17

Additional Information

Roles and Responsibilities	Additional Skills/Certification
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? Preparation of daily inward & outward material statement, DMR (Daily Material Receipt), Monthly stock statement, Subcontract material accounting, and Physical stock verification, Dispatch material from various projects or site ? Physically material checking ? Material loading and unloading. ? Maintain spare parts of equipment's. ? Material receiving, issue & daily preparation report. ? Coordinate with vendor & purchase department. ? Preparation of consumption of fuel, oil, lubricants of all machinery & equipment detail, shunting & scaffolding material details every month and send it to H.O ? Maintained minimum, maximum level stock of materials. ? Prepare DMR of received material at site with proper category wise coding; Issue the material through proper authorized person with proper prescribe disbursement and signature ? Prepare surplus material list with concerned Project In-charge, prepare Debit/Credit Note, Gate Pass & prepare Stock ledger posting category wise. ? Prepare requisition Material as per requirement. ? Maintain optimized barge store stock or project stock. ? Documented any material going and out of the barge. ? Material Codification.

? Basic Knowledge of Computer (MS Word, Excel, PowerPoint) ? Proficient in MS Office, & Oracle 11i. (Basic) ? Shipmaster. ? TM Master ? Savvy Mariner ? Acquaintance with presentations and documents in Microsoft Word & PowerPoint

Education Summary

Course	University	Passing Year	Country
Graduation	Veer Kunawar Singh	2005	India

Career Summary

Position	Employer	Country	From	To
Store Keeper	Larsen & Turbo	India	10/2024	02/2026

[To View Contact Number, Kindly drop an email to hr6@falconmsl.com](mailto:hr6@falconmsl.com)