

# **RESUME**

## **Mr. ANKIT R DIBBE**

Address :- 278 Bharatwada, Nagpur, MH-440008

Mob :- 9373027104

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### **CAREER OBJECTIVE :-**

To Work in a creative, innovative and challenging environment, which can give me the right opportunity to learn and grow , where I can make use of my personality traits, credentials & qualification & skills for the betterment of the organization and self.

### **QUALIFICATION :-**

#### **❖ Year 2021 B.Com**

University :- RTMNU NAGPUR

Institution : VMV COLLEGE

Score : 65 %

#### **❖ Year 2018 H.S.C**

University :- Maharashtra State Board

Institution : Ganpati Junior College

Score : 81 %

#### **❖ Year 2016 S.S.C**

University :- Maharashtra State Board

Institution : Shri Vidyawati Deodia Vidyalaya

Score : 82%

### **LANGUAGES**

- ✓ English ( Speak, Read, Write)
- ✓ Hindi ( Speak, Read, Write)
- ✓ Marathi (Speak, Read, Write)

### **COMPUTER PROFICIENCY:**

- SAP MM&FICO MODULE
- ADVANCE EXCEL
- MS-OFFICE – 2019
- MS-CIT(Maharashtra State Certificate in Information Technology)
- TALLY with 86%
- STRONG COMPUTER EFFICEENCY

## EXPERIENCE:-

1. ULTRATECH RMC DIVISION (THIRD PARTY) :- Working as a Plant Executive  
Working:- Since 02/02/2023

- Where are my roles and responsibilities are as follow.
  - Working in **SAP HANA, MM & FICO** Module
  - Maintaining daily operational records and ensure smooth plant functioning.
  - Handling Goods Receipt Notes (GRN) for raw materials and bills, ensuring accuracy and timely bill processing
  - Coordinate with different departments to streamline workflows and improve efficiency

## PROFESSIONAL SUMMARY:-

Dedicated and detail-oriented Plant Executive with 1.5 years of experience in the RMC Plant division at Ultratech Cement Ltd. Proficient in maintaining daily operations. Strong understanding of computer applications and effective communication skills. Skilled in SAP software, MS-office and Typing.

## PERSONAL DETAILS :-

Father's Name	:-	Mr. Radheshyam Dibbe
Date of Birth	:-	16 JULY 2000
Gender	:-	Male
Marital Status	:-	Unmarried
Nationality	:-	Indian
Religion	:-	Hindu

## DECLARATION :-

I, hereby, solemnly declare that the above-mentioned information is true to the best of my knowledge.

Place :- NAGPUR

Date :- / /

**Mr. ANKIT R DIBBE**