

CURRICULUM VITAE

DEEPU VERMA

- Mobile: +91 7080803905, 8400251589
- Email: deepu.rverma708@gmail.com

Career Objective

To secure a challenging position as a **Store Executive** in a reputed organization, where I can utilize my skills in inventory management, store operations, and data analysis to ensure smooth material movement, proper documentation, and effective stock control. I aim to contribute towards organizational growth while enhancing my professional skills.

Profile Snapshot

- Presently associated with ZOOTO FASHION PVT LTD as a Store Executive.
- Skilled in **inventory management, stock accuracy, ERP handling, and material documentation (GRN, Challan, Invoices, Store Transactions)**.
- Knowledge of **Excel (Pivot Table, VLOOKUP, HLOOKUP)** for data management and reporting.
- Ability to generate **daily, weekly, and monthly reports** for inventory and stock movement.
- Strong understanding of **physical stock audits and system reconciliation**.
- Good communication, team management, and problem-solving abilities.

Work Experience

ZOOTO FASHION PVT LTD

13th Feb 2025 – Till Date (Store Executive)

Roles & Responsibilities:

- Maintain daily inward, outward, and returnable registers.
- Track and monitor material movement within the store and production.
- Prepare and maintain proper documentation: GRN, Delivery Challan, Invoices, Store Transactions.
- Conduct daily stock verification and support physical stock audits.
- Generate daily, weekly, and monthly stock movement reports.
- Handle ERP/software entries and maintain stock accuracy.
- Manage supplier coordination, resolve discrepancies, and ensure smooth inward/outward flow.
- Supervise store staff, assign duties, monitor performance, and provide training.
- Prepare and submit reports related to sales, stock movement, and manpower utilization.

YASH INDUSTRIES, Pune

10th March 2023 – Jan 2025 (Quality Engineer)

Roles & Responsibilities:

- Conducted inspections, product audits, and quality checks.
- Prepared reports, handled NCRs, MRNs, CAPAs, and maintained documentation.
- Coordinated with different departments to reduce rejection & improve quality.
- Assisted in stock verification and process improvement projects.

Key Skills

- Inventory & Store Operations
- Material Inward & Outward Documentation
- ERP & Stock Management
- Excel (Pivot Table, VLOOKUP, HLOOKUP)
- Stock Audit & Reconciliation
- Team Handling & Supervision

Academic Qualification

Examination/Degree	School/Institute	Board/University	Year of Passing	Percentage/Division
B.Sc.	CSJM University, Fatehpur UP	CSJM University	2016	59% (Second)
Intermediate	State Board	State Board	2013	69% (First)
High School	State Board	State Board	2011	67% (First)

Achievements & Awards

- Reduced rejection and rework through process improvement.
- Successfully increased quality by projects and audits.
- Nominated multiple times for performance and operational excellence.

Personal Details

- Date of Birth: 22nd Sep 1996
- Languages: English, Hindi
- Father's Name : Ram Pal Verma
- Address: VPO Jafarganj Bindki, Distt Fatehpur, UP – 212657

Declaration

I hereby declare that the above-mentioned information is true to the best of my

knowledge and belief. (Deepu Verma)