

## CURRICULUM VITAE

MADHUKAR REDDY R

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Mobile No: +91-8686555475

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### Objective:

Seeking a responsible position in Explosives industry, where I will have the opportunity to utilize my experience and skills to make positive contribution to the success of company.

### Educational Qualifications:

- B. Sc. (MPC) - Samatha Degree College, Osmania University, Hyderabad. Secured First Class (2007).
- Intermediate (MPC) - Aliya Junior college, Hyderabad. (2004).
- SSC - A.P Residential School, Doulothabad- II, Dist: Medak. Secured First Class with Distinction (2001).

### Personal Strengths:

- Ability to work independently or in a team. Willingness to learn.
- Thoroughness, accuracy and precision.
- Dedicated and responsible.
- Repeated, alternative and enduring efforts to overcome obstacles to complete tasks in time and within budget.
- Able to work in confined spaces.
- Excellent verbal and written skills.
- Customer service focused.

### Work Experience:

#### ***Admin Supervisor – November 2009 to July 2018.***

***Regenesis Industries Pvt. Ltd., Hyderabad*** (A Manufacturer of wide range of Explosive products and accessories).

#### ***Admin & Purchase Supervisor – August 2018 to till the date.***

***Stranex Industries Pvt. Ltd., Hyderabad*** (A Manufacturer of wide range of Explosive products and accessories).

### Responsibilities Include:

1. Responsible for the procurement of the reference standards and preparations of working standards and procedures.
2. Maintained proper production log sheet records.
3. Closely inspected equipment for safety problems, leaks and wear and tear.
4. Coordinated ongoing maintenance and housekeeping of the plant.
5. Communicated effectively with operators and supervisors on admin level.
6. Planning for resources.

**Computer Skills:**

- Operating system worked on Windows XP, Windows 98 & DOS
- MS-Office - Word, Access, Excel, PowerPoint and Internet concepts
- Tally ERP.9 wings.18.

**Personal Details:**

Full Name : Madhukar Reddy R

Father's Name : R. Somi Reddy

Date of Birth : 30 / 08 / 1985

Gender : Male

Marital Status : Married

Languages : English, Hindi & Telugu.

Nationality : Indian

Address : H. No. 4-7-15/24/1, Plot No: 24 (P) & 25 (P), Street no:5, Raghavendra Nagar, Nacharam, Hyderabad-76.

**Declaration:**

The above said information is true and correct as per best of my knowledge and belief. I assure you that if you give a chance to serve in your esteemed organization. I will perform to the best of my ability.

Place: Hyderabad  
Date:

R . MADHUKAR REDDY