

CURRICULAM- VITAE



Kiran Rayan Mascarenhas.

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EDUCATION & QUALIFICATION.

- ✚ Senior Secondary Leaving Certificate (SSLC) Passed In St. Johns High School Udupi (50.08%)
- ✚ Pre-University Course (PUC) Passed in St. Johns Pu College Shankarpura, Udupi(41.05%).
- ✚ Industrial Training Institute Auto Mobile Diesel & Petrol (ITI) Passed In Trinity ITI College Udupi, Karnataka (68%).
- ✚ Diploma in Computer Application (DCA) Passed in Manipal Career Academy Udupi("A") grade.
- ✚ Medic First Aid CPR & AED Course Completed In Al Mashreq Training Center Kingdom Of Bahrain.

WORK EXPERIENCE IN GULF.

Sr.no	Name of Employer	Country	Duration of Work	Désignation
1	Dahbashi Heavy Equipements parts & Service	Bahrain	05/11/2018 to Présent	Counter sales Person spare parts
2	Cebarco Contracting SPC	Bahrain	15/06/2016 to 30/10/2018	Automotive Parts Store keeper
3	Aradous Contracting W.L.L	Bahrain	26/01/2015 to 18/05/2016	Plant & Machinery Store Inchargé

WORK EXPERIENCE IN INDIA.

Sr.no	Name of Employer	Country	Duration of Work	Désignation
1	Shree durga transport & Logistics	India	12/08/2012 to 02/01/2015	Mechanical Store Incharge Spare parts

Job duties of Counter sales assistant.

- ✚ Making the quotations, invoices & maintain all types of sales documents.
- ✚ spare parts Ordering, receiving & stocking.
- ✚ Using the JCB service parts pro, CAT sis user, CUMMINS quick serve, PERKINS est & KOMATSU linkone epc, software for finding suitable parts.
- ✚ Inventory controlling & updating stock using source net software.
- ✚ Handling cash & handing over daily sales figures to the accounts officer.
- ✚ Sending daily sales reports to supervisor & management.
- ✚ Delivery the spare parts to Customer.

Job duties of store keeper/in charge.

- ✚ Maintain the Comercial, Heavy equipment & light vehicles spare parts store.
- ✚ Maintain the stock & inventory system using the Excel formula based sheet.
- ✚ Making LPO's, Material request forms, out going gate pass for spare parts
- ✚ Purchase the spare parts & Materials
- ✚ Makung the vehicles & machinery service jobs cards,
- ✚ using the fork lift for Loading & unloading the material's .
- ✚ Sending daily work's reports to supervisor & manager.

EXTRA SKILLS

- ✚ GCC Light Motor Vehicle Driving License Issue Bahrain 10/03/2016.
- ✚ 6 years of expérience in all types of commercial , Heavy machinery, light vehicles spare parts :- cat, jcb, komatsu, toyota, ud- nissan, hino, isuzu, honda, hyundai, mitsubishi, tata-daewoo, ashok layland, cummins, perkins, olympian, etc.
- ✚ Operating 3 TON Industrial Forklift.
- ✚ Good Knowledge in Excel, MS Word & computer operating system.

PERSONAL INFORMATION

Full Name.	: Kiran Rayan Mascarenhas.
Fathers Name.	: Henry Mascarenhas.
Date of Birth.	: 18/June/1991.
Nationality.	: Indian.
Religion.	: Roman Catholic.
Languages known.	: English, Hindi, Kannada, Konkani, Tulu.
Marital Status.	: Unmarried.
Contact Number	: +97335541640, +917348858150.
Email Id.	: rayanmascarenhas333@gmail.com kiranrayan134@gmail.com
Permanent Address.	: Durganagar House, Kurkal Village. Shankarpura Post-574115, Ududpi District. Karnataka State, India.
Passport No	: K7767047.
Date of issue	: 12/10/2012.
Date of Expiry	: 11/10/2022.
Place of issue	: Banglore.