



# Nayan Hota

**Date of birth:** 20/06/1979 | **Nationality:** Indian | **Phone number:** (+91) 9989386856 (Mobile) | **Email address:**

[nayan.hota@gmail.com](mailto:nayan.hota@gmail.com) |

**Address:** C/O GANGA BHUSAN HOTA HOUSENO-654 SUPRIYA MARG Ranapratap Chowk, Bhatli Chowk, 768028, BARGARH, India (Home)

## ● WORK EXPERIENCE

05/2003 – 06/2007 Mumbai, India

### **INDUSTRIAL EXPERT NEWAGE INDUSTRIES**

1. Design of fire fighting equipment and Installation as per industry specific solution.
2. Follow up with vendor for equipment and product as per the schedule dates and the training to customer.
3. Completion of project as per the schedule.
4. Reporting to manager and maintaining in SAP
5. Conducting Fire Drills and Safety Drills in IT Offices, Oil Refineries, Malls Etc..
6. worked with Oil India Ltd as a Fire officer for 2 years on New Age Payroll.

07/2007 – 12/2017 Hyderabad, India

### **WAREHOUSE OPERATIONS MANAGER NEWAGE INDUSTRIES**

1. Overall maintenance of ware house in order and stocks.
2. Maintain Safety in warehouse operation.
3. Timely delivery of customer order and Resolving the issues of customers.
4. Increase sales by 30% and project completion by 20%.
5. Maintaining all the entries in SAP like STO, PO, PR, Debit Note, Credit Note etc..
6. Training in SAP EHS
7. Worked as a Safety officer in Charminar Industries for 2 Years

02/01/2018 – CURRENT Bargah, India

### **BUSINESS CONTINUITY ANALYST OWN COMPANY SAFETY FIRST**

Maintenances of Store Visibility for Business , Inventory Management, Cost Management, Projects Management  
Sales Management in store , Customer Complains Related to Invoice, Billing, Budget for Projects.  
Maintaining Stock in Store and Warehouse to the safety level.  
Record the daily employee Data sheet.  
Giving Free awareness of safety and fire to schools and colleges and participate in volunteer services.

14/09/2018 – CURRENT Bargah, India

### **FREELANCER SAP SD/MM/WM FREELANCER**

All the activity related to SAP SD/MM/WM/CRM

## ● EDUCATION AND TRAINING

07/1999 – 05/2003 Indore, India

### **BE FIRE TECHNOLOGY IES\_IPS Academy**

**Website** <https://www.ipsacademy.org/>