

RESUME

Name	:	ANIL MODAK
Father's Name	:	Late Shri J.N. Modak
Date of Birth	:	24th, July 1966
Nationality	:	Indian
Marital Status	:	Married
Permanent Address	:	127, Girdhar Nagar Near Tilak Nagar, INDORE [M.P.] Pin-452 018 98261-92228, 7987800458

Educational Qualification:

Commerce Graduate from Rajasthan University, Jaipur

Job Experience:

☐ **M/s Vippy Industries Ltd.**, Dewas (From June 2022 to till date as "Export Documentation Executive")

Vippy Industries Ltd. has achieved a significant market share in exports as well as domestic market with its value added products **like Soya flour (toasted/untoasted), Soya Lecithine, Soya Flakes, Soya Texturised Vegetable Protein and Soyabean Meal**. Currently Vippy's products are exported to 32 of the leading countries in the world.

Job profile

- Preparing of export documents & discounting. (Commercial Invoice, Packing List, Certificate of origin, Certificate of origin A1, Health certificate, Phytosanitary certificate, GMO, Non GMO certificate, Certificate of Analysis, etc.)
- Monitoring of realization/advance payment of export
- Coordination with Bank
- Co-Ordination with marketing department

☐ **M/s Pratibha Syntex Limited.**, Indore (Worked as Sr. Executive (Export Documentation) Since July, 2013 to July 2020.

Pratibha Syntex Limited as one of the leading Textile Company, it is the largest Textile/Yarn/Garments manufacturer and exporter in the country with an Integrated Textile Plant at Pithampur (M.P.).

Job profile

- Forward booking/Trading day to day basis.
- Preparing of export documents & discounting - about 250-300 containers per month.
- Monitoring of realization/advance payment of export
- Preparing of BRCs
- Coordination with Bank
- Co-Ordination with marketing department
- Preparing TUFs claim

☐ **M/s Indo Rama Synthetics (I) Ltd., Pithampur** (Worked as Asst. Accounts Officer) since January 1991 to June, 2003)

Indo Rama is the largest dedicated Polyester / Textile/ Yarn manufacturer and exporter in the country with an Integrated Textile Plant at Pithampur (M.P.) & Nagpur, Maharashtra & Polyester Plant near Nagpur, Maharashtra for the manufacture of 350,000 TPA of Polyester Fibers and Yarns, in technical collaboration with Toyobo, Japan and Dupont, USA.

Job profile

- Preparing of export documents.
- Monitoring of realization/advance payment of export
- Preparing of BRCs
- Co-Ordination with marketing department

Computer literacy

Fluent Windows, MS Office (Excel/Word) SAP, ERP, etc.

Salary Expected Negotiable

Contact No: 98261-92228, 7987800458

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Date : 26.06.20204

Place : Indore

[ANIL MODAK]