

AMIT KUMAR

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UP, 201318, India

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Personal Profile:

An enthusiastic experienced professional having good exposure in related field.

Career Aim:

I want to be Vice President (Procurement, Supply Chain, Import or Inventory/Materials)

Job Title:

Manager (SCM/Procurement/Import) in a Chemical Company in India with more than 12 years' exposure.

Professional Experience:

[1] Proec Energy Limited

PEL is Dr. K.N. Modi Group company and India's leading manufacturer/supplier of Oilfield Chemicals catering to the Oil & Gas, Mining, Refractories and Specialty Chemicals industries worldwide and operate in the niche area of Drilling Fluid Additives, Cementing Additives, Production Chemicals and Commercial Chemicals for the Oil and Gas Industry worldwide with primary market focus on the Middle East, Far East, Africa, India and Europe.

Designation: Manager

Department: Purchase

Duration: Since 10 Jan, 2018 -Till Date

Plant: Abu Road & Modinagar

Job profile and Responsibilities:

- 1). Responsible for the new development, implementation and on-going management of the Procurement Strategy.
- 2). To drive continuous improvement, best value and quality improvements within the team and departments in challenging existing practices and actively seek ways to achieve better outcomes, contributing to ensure key performance and financial targets are met and corrective action taken where necessary
- 3). To develop excellent and effective collaborative relationships with key suppliers to ensure strategic and operational needs are fully understood and incorporated.
- 4). Establishing and managing future demand and capacity planning including the development to supplier risk management.
- 5). To work within the policies and procedure to maintain secrecy.
- 6). Attend exhibitions to identify appropriate future developments nationally or internationally.
- 7). Supplier's audit/visit to understand their capacity, upcoming challenges on various aspects, methods and processes of manufacturing or supply.
- 8). Raw material planning and execution as per sales forecast, production planning, plant production capacity, utilization of plant & machineries, inventory position of RM and FG, and storage capacity of RM in store.
- 9). Finalizations of projects & machineries procurement time to time.
- 10). Review new project proposals for the company and backward integration.
- 11). Manage and motivate procurement team time to time.

[2] C & E Limited

C & E Limited is leading manufacturer cum exporter to China, Indonesia, Thailand, Vietnam, Bangladesh, Pakistan, UK, Nigeria, Egypt, Turkey, Argentina, Brazil, Philippines, Korea and Ethiopia. etc with wide range of chemicals for all types of leathers like dyes, pigments, proteins, polyamides, polyurethanes, binders, compounds, lacquers, waxes, grounds, fillers, oils and syntans etc. C&E is also in specialty chemicals for Technical Textile Coatings, Acrylic Polyols, Paint Chemicals, PU Specialty Coatings, PVC Additives, F/O Coating, Auxiliaries and Shoe Finishes.

Designation: Asst. Manager
Department: Purchase (Import/Domestic)
Duration: Since 18 Dec 2014 to 05.01.2018
Plant: Baddi & Chennai

Job profile and Responsibilities:

- 1). Develop, lead and execute procurement strategies to track key chemicals to reduce expenses.
- 2). Working with suppliers to ensure that process running efficiently and cost-effectively.
- 3). Getting goods and services for the best price, value and determine quantity, quality and timing of deliveries
- 4). Building strong working relationships both internally and with suppliers.

- 5). Monitor and forecast upcoming levels of demand
- 6). Maintaining and reviewing all records of purchased goods, including cost, delivery and inventory.
- 7). Monitor, record, analyze and recommendation on activities, trends and results relating to market and seasonal demands.
- 8). Anticipate and research on future changes in laws and local practices and ensure such knowledge is factored into the planning of department's strategy, resources and planning.
- 9). Maintain and share appropriate personal knowledge of all relevant import laws and procedures, tariffs and duties, license and restrictions etc.
- 10). Plan and manage overseas logistics through CHS's and other relevant forwarders.
- 11). Manage the movement of raw material in or out of country in accordance with local, or international policies, laws and process.
- 12). Updating myself and team about the various rules, policies of custom for smooth shipment clearance.
- 13). Regular meetings with production for Inventory planning and ensure accurate movement of all international shipments and ensure arrival of them within required timeframe.

[3] Maharani Innovative Paints Pvt. Ltd.

MPPL was incorporated in the year 1986 under C. Das banner with a vast branch network within India. **Maharani Innovative Paints Pvt. Ltd.**, is a wholly owned subsidiary company of **M/s. Maharani Paints Pvt. Ltd.** who has earned the recognition as the manufacturer of automotive paints and allied products conforming to international quality standard. Maharani Innovative Paints Pvt. Ltd. has entered into a technical collaboration agreement with internationally acclaimed automotive paints manufacturing company "**M/s. Dai Nippon Toryo Company Ltd.**" Japan.

Designation: Sr. Executive Purchase
Department: Purchase (Import/Domestic)
Duration: Since 26 Nov 2012- 10 Dec 2014
Plant: Faridabad & Sitarganj, Uttrakhand

Job profile and Responsibilities:

- 1). Coordinate with Finance Dept to arrange payment to suppliers as per the agreed credit terms on purchase orders/ Service contracts.
- 2). Import & Local procurement scheduling and management i.e. releasing open and close purchase orders for Raw Material to full fill the requirement of plant.
- 3). Timely document preparation for audit.
- 4). MIS preparation (Landed Cost Sheet, Monthly RM purchase Report, import sufficiency report and premium freight, Raw Material price trend etc.), storing, searching and analyzing data for an effective purchase and to reduce material cost.
- 5). Handling and monitoring of claims to factories and vendors for defectives, shortage, missing RM.
- 6). Plan and manage inventory levels of raw material by using VED, ABC and FSN analysis.
- 7).RM procurement by using online auction (E-procurement web base software)
- 8).Analyze market and delivery systems in order to assess present and future material availability.
- 9).Represent companies in negotiating contracts and formulating policies with suppliers
- 10). Preparation of e-auction, analysis of bids and create action plans to address purchasing.
- 11). Provide information to production and R&D regarding availability of material and expedite where necessary.
- 12). Develop and implement purchasing and contract management instructions, policies, and procedures.
- 13). Looks for opportunities to find lower cost carriers and faster shipping routes. In the event of shipment disruptions, work with team to develop contingency plans or facilitate an expedited shipment.

- 14). Flexible enough to resolve issues with parties in different time zones.
- 15). Documentation like-licensing, shipping schedules and custom documents.
- 16). Conducting research to ascertain the best products and suppliers in terms of best value, delivery schedules and quality by following market trends.
- 17) Co-ordination with C.F.T. (Cross Functioning Team) to reduce finish goods price by introducing RM's alternate.
- 18) Setting up the weekly, monthly, quarterly procurement plan.
- 19) Planning and budgeting of purchase functions, involving cost estimation, contract negotiations.

[4]RPS Vikas Castings Pvt. Ltd.

RPS Vikas Casting Pvt. Ltd. is a wholly owned subsidiary and strategic business partner of **Vikas Group of Industries**. Vikas Group engaged in the manufacturing of auto components like break- Drum, Exhaust Manifolds, Differential Case, and Compressor Mounting Brackets & A.C. for Passenger cars.

Designation: Purchase Executive

Department: Purchase

Duration: Since 21 April 2010-25 Nov 2012

Job profile and Responsibilities:

- 1). Float inquiries to various suppliers, follow up for quotations, preparing comparative statement after proper analysis of both offers both technically and commercially
- 2). Conduct market search local/International via net and identification of new supply sources/ technologies.
- 3). Estimation of cost of components by getting quotations.
- 4). Ensure that all vendors and subcontractors are correctly selected and evaluated on their performance with regard to consistency on price, quality and delivery.
- 5). Outsourcing for rectification and modification in working pattern.
- 6). Planning and implementation of local purchase strategies to minimize production cost.
- 7). Development various sources of materials and Returning rejected material to supplier in time along with debit note or replacement note.
- 8). Review in the morning for critical materials and plan market visit or search accordingly.
- 9). Analyze the indents/understand the requirements, which are received regularly from different departments and units and see whether anything is required as per sample, to proceed further.
- 10). Collection planning of material from different transporters & liaisoning with store for any discrepancy in documents, follow up of purchase orders, arranging transport for above.
- 11). Coordinating with indenting department and corresponding with suppliers on scope of supply and specifications.
- 12) To ensure timely delivery of plant equipment and raw materials as per specifications by suppliers and sample arrangement if require.

Skill Statement:

Managing two manufacturing plant (Abu road, Rajasthan and Modinagar, Uttar Pradesh) with a team of 4 subordinates, responsible for 200+ products from 10+ countries.

Skills:

- Relationship Management
- Decision making & supervision
- Planning, organizing & Time management
- Strategic thinking/solution
- Stress management and Teamwork
- Problem solving and commercial awareness
- Negotiation

Professional Qualification

M.B.A. with specialization in **Marketing & Finance (5.89 CGPA)**

- ICAI University, Hyderabad (July 2006- Feb 2008)

EDUCATIONAL QUALIFICATION:

- **B. Sc.** (Physics, Chemistry & Mathematics) From C.C.S. University, Meerut (2002-2005)
- Intermediate (Physics, Chemistry & Mathematics) from U.P. Board, Allahabad (2001-2002)
- High School (Science) from U.P. Board, Allahabad (1999-2000)

The Edge

I am a smart worker and willing to take new opportunities and challenges.
Competent of work, team Sincerity, punctuality and enthusiasm.

Hobbies

Slow bike riding Or car driving in heavily rain.

Personal Details

Father's Name	:	MR. OSRAM SINGH
Date of Birth	:	5 th July 1985
Language Known	:	English & Hindi
Marital Status	:	Married
Nationality	:	Indian
Current CTC	:	10.35 Lakh

Date:

Place:

Signature
(AMIT KUMAR)