

RESUME

B.sc, M.B.A/. (PURCHASE 12 Years EXP..)

Janardan A.Shinde

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PERSONAL PROFILE:

Name: Shinde Janardan Ambadas
Date of birth: 5-Aug 1986
Father's Name: Shinde Ambadas Gangadhar
Gender: Male
Marital Status – Married.
Nationality: Indian
Languages Known: German,English, Hindi, Marathi.

CAREER OBJECTIVE:

To obtain a good position in an organization that will help my academic skill and assist me to build a satisfactory career and also to achieve the highest level of excellence and career advancement and working with top level management in an organization by giving satisfactory service.

EDUCATION QUALIFICATION:

Education	University/ Board	Year	Percentage	Class
M.B.A..	Pune	2010	65.75%	1 st Class
B.sc	Pune	2007	81.25%	1 st Class with distinction
H.sc	Nashik	2004	54.67%	2 nd Class
S.sc	Nashik	2002	60.80%	1 st Class

PROJECT WORK:

* Done Educational Project in Pepsico India Holdings Pvt Ltd in Nasik City on "Distribution Channel Of Pepsico in Nasik City"(From 1 Jun 2009 – 30July.2009)

COMPUTER SKILL:

SAP (Module: PPMM,1.15 ERP Version.),Godrej ERP, Microsoft Navision, Basic of MS office, Internet,etc

WORK EXPERIENCE & JOB PROFILE :A) **Work Profile**

<i>Sr</i>	<i>Organization</i>	<i>Designation</i>	<i>Job Profile</i>	<i>Experience</i>
3.	<u>RING PLUS AQUA LTD</u>	Purchase Executive	Procurement & Supply Chain	<u>from 19 June 2018 to 26 Oct 2021</u>

Work Profile :-

- 1) Making the PO for Indirect Consumable Material, Spares etc
- 2) Making PO of Labour , Fabrication & Service Work PO's
- 3) Daily Requisitions review & Actions according to user urgency.
- 4) Smooth communication between User dept & Suppliers & Internal dept for work flow
- 5) Vendor Resourcing & development.
- 6) Monthly Data verification & review of Monthly Purchasing.
- 7) Pending Material follow up for Suppliers.
- 8) Weekly review of Pending bills & clarifications.
- 9) Assessment of Gate Entry & GRN related issues & clearance.

B) **For Local& Import Material:-**

<i>Sr</i>	<i>Organization</i>	<i>Designation</i>	<i>Job Profile</i>	<i>Experience</i>
3.	<u>Thyssenkrupp Engine Componunts Pvt Ltd</u>	Purchase Officer	Procurement & Supply Chain	<u>from 10 Aug 2015 to 20.01.2018</u>

- Procurement of Local as well as Imports spares, Hydraulics Pumps ,from OEM's & Dealers.
- Vendor Development of Spares parts Suppliers, Negotiation as well as analyse Supplier performance in each month.
- Daily Co-ordination/Meetings with Maintenance dept to understand the urgency's of the material.
- Weekly Co-ordination/Meetings with Finance dept to clear the pending, dues payments of the Suppliers.
- Weekly Co-ordination/Meetings with Stores dept to clear the pending invoices issues.
- Making the PO as per Service activity as well as Labour, Repair Basis PO.
- Regular tracking of the urgent material with Suppliers.
- Making Yearly Shedule Agreement of the Indirect Consumable materials like Fastners, Chemicals, Printed Stationary's and providing the shedules to the suppliers as per production requirement in SAP.
- Making co-ordination and communication with Production Dept, Account Dept, Press Shop Dept as well as Store Dept for regular work flow.
- Making PO approval from Finance Dept. as well as advance payment activities.
- Procurement of Devices & Fixtures from tooling suppliers as per Drg.
- Making Comparatives Templates of Each and Every PO.

C) **For Local& Import Material:-**

<i>Sr</i>	<i>Organization</i>	<i>Designation</i>	<i>Job Profile</i>	<i>Experience</i>
3.	<u>MSS India Pvt ltd</u>	Senier Procurement & Supply Chain Officer-Grade S2	Procurement & Supply Chain	<u>from 09 Aug 2013 to 10 Aug 2015</u>

- 10) Making the PO for Raw Material (Direct as well as Indirect Consumable Material.)
- 11) Making the PO for Packing Material from Local Market.
- 12) Making the continues follow up with Suppliers according to dispatch dates.
- 13) Making continues communication with Production Dept, Store Dept, and Account Dept. For any PO related issues.
- 14) Making Supplier Code as well as Material Master Creation in the System.
- 15) Making Comparison between the quotations received from the Suppliers.
- 16) Making the Raw Material Planning & Place the orders to the Supplier.
- 17) Making Imports Raw Material PO Malesiya for Copper Material.
- 18) Forwarding the Advance Imports PO to the Account Dept.for making the advance payment to the Supplier.
- 19) Making Labour PO, specially related to plating , machining, Buffing.

D) For Local & Imports Material:-

<i>Sr</i>	<i>Organization</i>	<i>Designation</i>	<i>Job Profile</i>	<i>Experience</i>
2.	<u>ALF Engineering Pvt Ltd, Nashik</u>	Purchase Assistant	Procurement & Purchase of direct material.	<u>(From 11 May 2011 Aug 20 Aug 2013)</u>

- Procurement and Purchase of Raw material including Repair and Maintenance parts, nuts, consumable as well as non consumable material, Electrical materials.
- Making continues follow of pending material for supplier.
- Making the Purchase Orders for Material Dies and tools.
- Solve the problem and issues in PO.
- Making the PO as per Excisable , Non excisable material.
- Making the PO for Labour Charges.
- Material List to the Local Supplier in every last date of the week.
- Making co-ordination and communication with Production Dept, Account Dept, Press Shop Dept as well as Store Dept.
- Making PO approval from Account Dept.
- Making arrangement of quotations from more than one supplier for Rate verification.
- Making the negotiation with Supplier.
- Making tracking or transit material.
- Working in ERP System in PPM Module 12 8.4 Version.
- Procurment and Purchase of Imported Machineries.
- Procurment and Purchase of Imported Machineries Spare Parts.
- Ensuring all the production lines should running smoothly and should not stop for requirements

E) For Import Material:-

<i>Sr</i>	<i>Organization</i>	<i>Designation</i>	<i>Job Profile</i>	<i>Experience</i>
1.	<u>Bosch India ltd Nashik, Through Satguru Logistics.</u>	Logistics Executive	Procurement of direct material , Planning & Logistics	<u>14 month (from 1March..2010 to 11 May 2011</u>

- Procurement and Purchase of Imported Machineries.
- Procurement and Purchase of Imported Machineries Spare Parts.
- Making the Imports PO and send it to Supplier.

- Making follow up of Proforma Invoice requirement from Foreign Supplier.
- Tracking the Transit imports material from the Supplier as well as Forwarder Agent.
- Making the advance payment procedure to the supplier.
- Making arrangement of advance payment procedure to the supplier.
- Making the follow up to forwarder to getting the imports material clearance from the custom.
- Making continuous communication with forwarder as well as Supplier and Production Dept.
- Making the arrangement of Custom duty payment of forwarder and sending pay. sheet to forwarder.
- Collecting the Original bills from the Forwarder.
- Working in SAP System in PPMM Module 1.15 ERP Version.
- Making tracking or transit material.
- Making the Imports documentation and PO File.
- Maintaining cost effective inventory with least lead time .
- Develop and execute procurement strategies and cost improved delivery.

Extra Activity:

- Making Agricultural work like Graffting,Plantation of New Varities of Fruits
- Taken MRP (Material Requirment Planning Training) in BOSCH Ltd.
- Market Research and Marketing

DECLARATION:

I honestly declare that the above mentioned information is true to the best of my knowledge and belief.

(Shinde Janardan A.)

Date: 26.10.2022