

CURRICULUM VITAE

RAMAKANTA DASH

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PERSONAL SUMMARY

A Result Driven, Hardworking and Capable Procurement Executive with a Track Record of Significantly Reducing Costs and also Improving a Company's Processes and Corporate Purchasing Programs. Having a proven ability to ensure that a Company enjoys a competitive edge when compared to their competitors by securing the best quality, price and terms from suppliers. Always delivering results against strategic objectives, while working within the Organizations Core Values and Beliefs.

Now looking for a New and Challenging Managerial Position that will Make Best Use of Existing Abilities, Knowledge and also further my Career and Professional Development.

Responsible for Working Closely with the Selected Supplier and Managing the Company's Procurement Activities. Making sure that the Purchasing Department Works within all of the Company's Operational Procedures.

Post Graduate Diploma in Material Management With 13Years Experience in Purchasing Management in Refractory Industries & 02Years in Steel Industries (Alloy Steel & SGI Castings).

CURRENT ASSIGNMENT

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|-----------------------|-------------------------------------|
| ✓ Name of the Company | : M/s. IFGL Refractories Limited. |
| ✓ Position | : Executive - MM (Purchase & Store) |
| ✓ Application | : SAP (MM Module) |
| ✓ Period | : Since Oct' 2006 to Till Date |

Major Job Responsibilities

- Responsible for Order Placement Timing, Supply / Demand Alignment, Material Replenishment and Supplier Performance.
- Continuously Monitoring, Evaluating and Improving Supplier Performance.
- Sourcing the Most Affordable Materials for the Companies Manufacturing Process.
- Projecting Stock Levels.
- Reviewing Quotations & Other Related Documents.
- Controlling the Purchasing Budget.
- Monitoring Delivery Times to ensure they are on time.
- Ensuring the Adequate Supply of all required Materials, Components and Equipment.
- Managing the Procurement Supplier Relationships for the Company.
- Helping to Source Alternative Items for Buyers and Customers.
- Developing Sourcing Strategies.
- Regularly Contacting Suppliers to Re-Negotiate Prices.
- Developing Relationships with Distributors.

Other Responsibilities

- Handles the On-Line e-Way Bill(s) For Transportations of Materials.
- Handles On-Line Application related to Mining (Renewal, Apply for New License, MDCC, Mining Permit, Mining TP Etc...)

COMPANY'S PROFILE

M/s. IFGL Refractories Limited. An ISO:14001 & ISO:9001 / FM-71747 Company approved by BSI and UKKAS (Quality Management) is the flagship Company has a distinct technological & business focus - Special Refractories for the Steel Industries like design, development, manufacture & supply of Continuous Casting Refractories, Slide Gate Refractories, Purging Refractories, Tap Hole Sleeve System, Furnace Gate Valve & Monolithic.

PROFESSIONAL EXPERIENCE

Competencies

- Comprehensive Understanding & Experience of Purchasing Strategies and also Inventory Management.
- Regularly Achieving Cost Saving Targets.
- Extensive knowledge of Purchase Order Systems and Related Software.
- Deep understanding of the Principles of Vendor Management.
- Ability to Manage Multiple Priorities.

Personal

- Results Orientated.
- Leadership and Influencing Skills.
- Handling Critical Issues.
- Communication and Interpersonal Relations.

CLIENTS HANDLED

All Major **Small Scale / Large Scale** Industries like (Manufacturing as well as Traders) related to Refractory Unit

PREVIOUS JOB EXPERIENCE(S)

- ✓ **Sept' 2004 To Sept' 2006** : **M/s. East India Steels (P) Ltd**
Worked as a **Material Assistant (Purchase)** in **M/s. East India Steels (P) Ltd** an ISO-9001, Class-"A" approved by RDSO, Govt. of India engaged in manufacturing all types of Alloy Steel & SGCI Castings for Steel Plants (SAIL) & Indian Railways.
- ✓ **Nov' 2001 To Aug' 2004** : **M/s. SSi Limited**
Worked as a **Software Programmer + System Administrator** in **Software Solution Integration Limited**, (A Chennai Based Software Company) Rourkela, Orissa.

COMPUTER PROFICIENCY

- ✓ Operating System : Windows (32 / 64 Bit)
- ✓ Desktop Publishing Application : Microsoft Office

ACADEMIC PROFILE

- ✓ **2011-2012** : **Material Management (MM)**
Post Graduate Diploma in Materials Management from **Annamalai University**, Annamalai Nagar, Tamilnadu, Directorate of Distance Education Approved by **Distance Education Council, New Delhi**.
- ✓ **2003 To 2004** : **CIC - Certification in Computing**
Certification in Computing From **Indira Gandhi National Open University (IGNOU)**, Rourkela, Odisha
- ✓ **1998 To 1999** : **DISM (Distinction)**
Diploma in Information & Software Management from **Aptech Computer Education**, Rourkela, Odisha
- ✓ **June 1997 To March 2000** : **Bachelor Degree (10+2+3)**
Govt. College, Rourkela, Affiliated to **Sambalpur University**, Odisha.
- ✓ **June 1995 To March 1997** : **Intermediate (10+2)**
Ispat Vidya Mandir, Rourkela, Affiliated to **Council of Higher Secondary Education**, Odisha
- ✓ **April 1995** : **10th (Matriculation)**
High School Certificate From **Board of Secondary Education**, Odisha.

PERSONAL PROFILE

- ✓ **Date of Birth** : 14th June 1980
- ✓ **Father's Name** : Late Shri. Bhaskar Chandra Dash
- ✓ **Mothers' Name** : Smt. Shailabala Dash
- ✓ **Marital Status** : Married
- ✓ **Sex** : Male
- ✓ **Religion** : Hindu
- ✓ **Languages Known** : English, Hindi & Oriya (Both Read & Speak)
- ✓ **Nationality** : Indian
- ✓ **Passport No** : L3222235, Valid Up To Dt. 16/07/2023
- ✓ **Employment Registration No.** : T/1329/II
- ✓ **Current CTC** : Rs. 5, 50,000/-
- ✓ **Expected CTC** : Negotiable + Perks
- ✓ **Notice Period** : 30 Days

DECLARATION

I affirm that the information furnished in this Resume is true & correct to the best of my knowledge.

Date : 01/02/2020
Place : Rourkela

Yours Truly
Ramakanta Dash