

# AMIT AGGARWAL

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Email: [a.aggarwal1203@gmail.com](mailto:a.aggarwal1203@gmail.com);

A professional with more than 19 years of experience in serving “Supply Chain Management” with a primary objective to establish professionalism in Materials Management Functions within the Company, in synchrony with the changing and fast moving industries, thereby enhancing my skills and in the process benefiting the organization I represent.

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## **CORE PROFESSIONAL STRENGTH:**

Commercial Analysis of Business Feasibility  
Material Requirement Planning  
Inventory Management  
Efficiency and productivity enhancement  
Vendor Management, Relation & Rating

Strategic Negotiation and proactive persuasion  
Asset Management – Capacity Utilization  
Team Management & Training  
Market research and evaluation of vendors  
Dealing with Govt. Agencies / others..

## **Job-Profile/Key Accomplishments:**

### ➤ **Purchase Management:**

- Manage, Lead and Direct Purchase team in the process of procurement, expediting and purchase order administration.
- Perform procurement activities with established purchasing procedures and ensure effective implementation of the logistics function in order to support the operations and to oversee that the operations demand is met on time.
- Supervise Lead and Participate in Selecting Suppliers and act as a point of contact regarding supply issues resulting in short and long term sourcing strategies.
- Develop checklists, particular terms and conditions, formats for commercial and price schedules for each enquiry to recommend contracts that result in best value procurement.
- Ensure that at all times the best price is obtained for goods and effective credit and commercial terms are negotiated with suppliers/vendors.
- Manage all procurement reporting/ communications functions and provide technical guidance and leadership for purchase department.
- Sourcing & Procurement of Diagnostic Kits, Chemicals, General Consumables, Operational Equipments, Project & Interiors, Office Assets, Marketing Collaterals and Services etc...
- Cost Benefit Analysis – Analysis on continuous reduction of CPT/CPU (Cost Per Test / Cost Per Unit) in terms of Development of alternate items, Development of alternate vendor for existing items, Negotiation with the existing vendor for existing items.
- Packing Material – Design, Development & Procurement.
- Import & Domestic Purchase – Planning & Procurement of imported spares, consumables & raw material (Steel Strip, Polypropylene, Adhesive, Machinery, etc.)
- Leading & Participating in Internal & External Audits for Purchase & Inventory – NABL Audits, CAP Audits, Accounts Audit and Physical Stock Audit.

➤ **Inventory Management:**

- Material Requirement Planning & Control.
- Asset Management & Capacity Utilization Analysis
- Monitoring on Expiry of the Products closely & efforts for utilization at the optimum levels.
- Monitoring Moving & Non Moving items and its utilization.
- Monitoring consumption & demand pattern periodically to restrict expiration of kits.
- Monitoring proper storage and distribution of materials, equipment, machinery, services & supplies within the company.
- Initiated the requirement of centralized store and contributed in it's implementation in HSMD & SRL.
- Handling line rejections, quality complaints & RGP recovery from Vendors.
- Monitoring Reorder level by deciding monthly average consumption of raw material & spare parts.
- Initiated & Managed to get Explosive License for storage of H.S.D. & F.O. and arranged storage facility as per Govt. of Explosives standard/rules through IOC at free of cost.

➤ **Supply Chain:** Contribution in Planning, Sourcing & Distributing, Budgeting & Forecasting

- Develop and implement cost reduction and process improvement initiatives for enhancing operational efficiency.
- Liaise closely with all other departments to ensure minimization of working capital and efficient use of the budget.
- Ensures profitability of the organization by creating effective processes in its business operation; always striving to cut costs while maintaining quality and Service Levels.

## **Milestones & Achievements:-**

◆ **Year 2013 & Onwards...**

- Achieved Target of Annual Cost Reduction over the existing cost in 6 Months Time.
- Lead the successful implementation of **SAP** for Purchase & Inventory Modules in Oncquest Laboratories Limited in **Year 2013**.
- SOPs Designed & Implemented for Purchase & Inventory in Oncquest Laboratories.
- Lead the Cricket Team of Oncquest as a Captain and Won 1<sup>st</sup> Runner Up Trophy in Dabur Cricket Tournament in Year 2015 subsequently Won Champions Trophy in Year 2017.

◆ **Prior to Year 2013**

- Contributed for successful implementation of **SAP** for Purchase & Inventory Module in **Alere Medical Pvt. Ltd.** in Year 2012.
- Support & Contributed in successful implementation of **SAP** for Purchase, Inventory Module of M/s SRL Ranbaxy Ltd., in Year 2008.
- Customization of **ERP** Software in **M/s Hindustan Syringes & Medical Devices Ltd.**, Participated in Foolproof UAT of Purchase & Inventory in **HSMD**.
- Initiated & arranged the computerization of handling ST-38 records on client server architecture in **HSMD**.
- Reduced the time gap between internal process of Indents creation and procurement decision IN **SRL**.

## ORGANIZATIONAL EXPERIENCE (~18 Yrs+)

### ♦ From 15 January 2013 (7 Yrs + cont...)

Working with **M/s Oncquest Laboratories Limited.**, formerly known as Dabur Research Foundation Limited as a Manager – Purchase & Supply Chain.

**Company's Profile:** Oncquest is PIONEERS in Diagnostic Oncology in INDIA. Oncquest assists Pharmaceutical and Biotech companies with protocol design and provides regulatory expertise and project management tools to advance process efficiencies. Oncquest is well known for the services in Molecular Diagnostics, Clinical Trials, Surgical Pathology, PCR for Infectious Segments with routine diagnostic services. Oncquest is recognized with NABL & CAP Accreditations.

### ♦ From 10 October 2011 to 09<sup>th</sup> January 2013 (1 Yr +)

Worked with **M/s Alere Medical Pvt. Ltd.**, formerly known as Inverness Medical Pvt. Ltd. as an Asst. Manager Procurement.

**Company's Profile:** Alere Inc. is an amalgamation of several leading diagnostic and health management companies with expertise in product and service offering ranges from lab-based diagnostics to in-home monitoring solutions.

Alere is a USA based company having presence in more than 25 countries, and offers a host of diagnostic-based health solutions that empower individuals from all parts of the world to live fuller, richer lives.

### ♦ From 10 September 2007 to 09 October 2011 (4Yr +)

Worked with **M/s Super Religare Laboratories Ltd., formerly known as SRL Ranbaxy Ltd.** as an Asst. Manager Materials.

**Company's Profile:** SRL is a Leading Diagnostic Network, 1st Pathology Lab with world class standard in Medical Laboratory Tests and Clinical Trials, serving healthcare industry as a market leader in INDIA.

### ♦ From November 2006 to 09 September 2007 (~1 Yr)

Worked with **M/s Laser Engineering Pvt. Ltd.** Formerly known as Laser Shaving Products Pvt. Ltd. as a Purchase Officer.

**Company's Profile:** A Malhotra Group company is engaged in manufacturing Shaving Blades with latest technologies and conform to ISO-9001 Standard.

### ♦ From April 2001 to November 2006 (5 Yrs + 8 Months)

Worked with **M/s Hindustan Syringes & Medical Devices Ltd.**, as an Asst. Purchase Officer.

**Company's Profile:** HMD is to serve the medical profession with world-class medical devices conform to ISO-9001, ISO-13485 & CE certification, international standards under fully automation & computerized environment. HMD is world's No.1 in manufacturing Disposable Syringes.

**Professional Qualification**

- PGDSCM (Post Graduate Diploma in Supply Chain) from Narsee Munjee University.
- PGDMM (Post Graduate Diploma in Materials Management) from IIMM (AICTE) Pursuing.
- 1Yr Post Graduate Diploma in Computer Application.
- 3 Months training in Materials Management on SAP (ERP) Software.

**Basic Qualification**

- B.Sc. with an aggregate of 62.62% from MDU Rohtak (Haryana) Year 2000.

**Computer Skills**

Operating System : Windows98/ME/2000/NT.  
Working Knowledge : Ms-Word, Ms-Excel, Internet. Power Point.  
Installation Knowledge : Windows98/ME/2000/NT, Drivers, MS-Office.

**Personal Profile**

Date of Birth : March 12, 1980  
Father's Name : Sh. S.C. Aggarwal  
Mother's Name : Mrs. Sushila Aggarwal  
Marital Status : Married

Amit Aggarwal