

Brijesh Patel
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Personal Statement:

A process oriented of purchasing agent with an ability to manage purchasing processes and provide services to organization that provide public services. Focus on maintaining a positive team environment ,thereby ensuring the provision of excellent customer service.

Work Experience :

Name of Company: Zydus Lifescience Limited.
Since June 2018 to till date
Designation: Executive(Scientific Assistance)

Name of Company: Steel Konnect India Pvt Limited
Since February 2017 to April 2018
Designation: Quality Engineer

Name of Company: Sterling Abrasive Limited.
Since July 2015 to January 2017
Designation: Maintenance Engineer

Education Qualification:

DEGREE	BOARD	PERSANTAGE	YEAR
B.E. MECHANICAL	GTU	7.8 CGPA	2015
H.S.C.	GSSEB	88.88%	2011
S.S.C	GSSEB	80.00%	2009

Skills:

- SAP ERP
- Ms Office
- Procurement and planning
- Vendor management
- Negotiation

Experience :

Zydus Lifescience Limited-june 2018 to till date

Job Responsibilities:

- Processes approved Purchase requisition and purchase order for supplier,equipment and servicing using a SAP System
- Handling material procurement of capital equipment ,spares,consumables,chemical,Refrence standard,etc.
- Mainting good supplier relation and negotiating contracts.
- Manage procurement process and ensure polices and procedure being followed

- Ensure budget holder annual /quarterly procurement plan and initiate procurement plan discuss with budget holder
- Maintaining and updating supplier information such as qualification,delivery times ,product range,etc
- Reviews and feedback on procurement analysis report monthly with manager to identifying issue and solution
- Ensure all procurement documentation achieving is in compliance with the policy
- Conducting safety and training

Steel Konnect India Pvt. Ltd -February 2017 to April 2018

Job Responsibilities:

- To do Inspection according to QAP.
- Stage inspection like Fit-up, weld visual and final dimensional measurements.
- Regular interaction with Design, Purchase, NDT department, Production& Client.
- Controlling the wastage of the Welding Consumables.
- Follow up the other departments and stores for materials
- To maintain all related inspection record
- Always try to complete work in schedule period.

STERLING ABRASIVE LTD:As a Training

Job Responsibilities:

- Supervising the contract workers, maintaining discipline & ensuring their positive contribution.
- Well versed with Planning, Scheduling and Managing all Aspects of Maintenance viz. Process Planning, Scheduling and Maintenance.
- Experience in supervising the complete range of Maintenance services for minimum downtime.

Personal Details :	
Date of Birth:	22 JANUARY 1994
Married Status:	Married
Languages Known:	English, Hindi, and Gujarati.
Hobbies:	Reading, Traveling, Listening, music.
Permanent Address:	03/Indraprasth soc,jogeshwari road ctm amraiwadi road , Ctm,ahmedabad-380026

Declaration:-

I hereby declare that the information furnished above is true to the best of my knowledge & belief.

Thank You,
Brijesh Patel