



DIPTANSHU PATTANAİK

☎ : 09078800396/08826287032

✉: pdiptanshu@rediffmail.com

📍: Plot No. EB-118, Badagada Brit Colony, Bhubaneswar-751018, ODISHA.

I ASPIRE TO ATTAIN A POSITION AND LOCATION THAT ALIGN WITH MY LONG-TERM GOALS FOR MUTUAL GROWTH AND HAPPINESS. CURRENTLY SEEKING AN OPPORTUNITY THAT ALLOWS ME TO LEVERAGE MY EXTENSIVE EXPERIENCE FOR SUCCESS.

PROFESSIONAL EXPERTISE IN

A result-oriented & performance driven professional with 12 Years 10 Months of experience in:

	Material Procurement		Vendor Management		Distribution Management
	SAP MM Consultant		Inventory Management		Warehouse Management

EDUCATION

- Master of Finance and Control (MFC), UTKAL UNIVERSITY, 2011
- Bachelor of Commerce, UTKAL UNIVERSITY, 2008
- Intermediate in Commerce, COUNCIL OF HIGHER SECONDARY EDUCATION, ODISHA, 2005
- 10th (BSE), BOARD OF SECONDARY EDUCATION, ODISHA, 2003

ACHIVEMENT

- Having the Certificate of the Alchemist Award from Snapdeal.Com.
- Having the Certificate of Operational Excellence Award from Bharti Infratel Ltd. Odisha Circle in ECF.

IT SKILLS

Computer Proficiency:

- MS EXCEL
- MS WORD
- MS POWERPOINT
- OUTLOOK

ERP:

- SAP ECC 6.0
- SAP FIORI
- ORACLE 11i
- TALLY 8.1

CERTIFICATION

- SAP MM Certified From TechVidya, Noida, 2022.

WORK EXPERIENCE & PROFILES

Organization : Zomato Hyperpure Pvt. Ltd... Gr.Noida. (UP).
Designation : Deputy Manager – Procurement (F & V/FMCG).
Duration : 01.05 Yrs. (February 2022 to July 2023).

Key Result Areas:

- Liaise and negotiate with different suppliers regarding purchasing orders and quality.
- Establish and maintain strong relationships with suppliers, negotiating favorable terms and conditions, including pricing, lead times and payment terms.
- Define product specifications based on commercial requirements including quality and packaging.
- Source and Identify new suppliers and validate these suppliers through site visits and coordinating vendor audits, certifications.
- Prepare and manage sourcing tenders to suitable suppliers.
- Negotiate and develop contracts with suppliers on volume, price, quality of products procured, and logistics/transport agreements.
- Engage in regular negotiation with suppliers to ensure continuous improvement.
- Coordinate with suppliers/vendors as well as QA teams to ensure supplier maintains quality and service agreements.
- Coordinate with vendors for timely deliver the material at DC.
- Prepares purchase orders (PO) by verifying specifications and price, obtaining recommendations from suppliers for substitute items; obtaining approval from requisitioning department.
- Preparation of Debit note to the supplier/Vendor.
- Monitor fruit and vegetable stock levels, delivery schedules, and product quality from different suppliers.
- Maintain the Minimum shrinkages and Dump of warehouse by best practices.
- Ensure that packing and display of items are maintained to high standards from Suppliers.

Organization : Reliance Jio Infocomm Limited, Sundargarh. (ODISHA).
Designation : Assistant Manager (Warehouse & SAP MM).
Duration : 06.06 Yrs. (Aug 2015 to Jan 2022).

Key Result Areas:

- Worked in ECC6 Standard SAP in Support & Enhancement.
- Good knowledge in Configuration of Master Data Such as Item Master, Vendor Master, Purchase Info record, Source List.
- Functional and configuration for SAP MM across Purchasing, Distribution and shipment entailing including [Purchase Requisition, Release Strategy, Contracts & Source Lists, STO, Service and Subcontracting PO, Information Records, Material Master & Vendor Master Records, Goods Movements and Inventory Management].
- Automatic Account determination, Pricing procedure, and Release procedure.
- Defining Enterprise Structure likes Company Code, Plant, Storage location and Purchase organization.
- Configuration and maintenance of procurement process involving Purchase Requisition (PR), Request For Quotation (RFQ) and Purchase Order (PO) generation.
- Supported the SAP MM team in verifying and maintaining the Procurement Process.
- Resolved problems that were encountered by the end uses on their daily work routine.
- Created stock transfer orders between plants.
- Performed Inventory Management task like Goods Receipt, Goods Issue, Transfer Posting, Stock Transfers and Physical Inventory Check.
- Monitor and maintained Purchasing documents and Goods Receipt.
- Effective coordination, follow-up and collect the data on time.
- Reconciliation of stocks, dispatches and transmitting data in to the ERP.
- Making GRN in SAP/FIORI timely after physical verification of receipt Goods.
- Keep track of quality, quantity, stock levels, delivery times, transport costs and efficiency.
- Keep stock control systems up to date and planning for future capacity requirements.
- Store area finalization and organization of stores from time to time Recognition & Allocation of non-moving stock in discussion with management.
- Prepare Monthly/Weekly/Daily MIS Reports, daily dispatch report, BBND report, daily GRN report.

Organization : Kohler India Cor.Pvt.Ltd, Gurgaon.
Designation : Executive SCM (Logistics).
Duration : 01.03 Yrs. (May 2014 to July 2015).
Key Result Areas:

- Strategically plan and manage logistics, warehouse, transportation and customer services.
- Vehicle deployment at warehouse and picking points.
- Co-ordinate with transporters/courier to schedule pick-ups on daily basis.
- Responsible for all queries regarding dispatch, delivery and short content delivery.
- Meet cost, productivity, timeliness and accuracy targets.
- Price negotiation with the transporter/Courier agencies.
- Responsible for Detention, Unloading Issue & Non Contractual Requests.

Organization : Snapdeal.Com. New Delhi.
Designation : Executive SCM (Operation).
Duration : 08 Months (Sep. 2013 to April 2014).
Key Result Areas:

- Upload the New Products & live in the web site.
- Recheck the rejected Products & re-uploaded again after correction.
- Vendor quires like products enable & disable, pricing issue, Brand logo updated, Seller code updated etc..

Organization : Bharti Infratel Ltd, Bhubaneswar.
Designation : SCM Associate (Material Procurement)
Duration : 03 Yrs. (Aug. 2010 to July 2013).
Key Result Areas:

- Responsible for organizational level day-to-day activities i.e. vendor payment, purchase order creation, and site allocation to vendor.
- Establish and maintain strong relationships with suppliers, negotiating favorable terms and conditions, including pricing, lead times and payment terms.
- Authorizes payment for purchases by forwarding receiving documentation.
- Preparing MIS reports & finance report on Monthly basis and reconcile the same and Consolidation & review of Monthly Management & Investor reports.
- Formulating reports related to Actual Expenses vs. Budgeted, analyzing & taking necessary steps to reduce gaps, if any.
- Verifies purchase requisitions by comparing items requested to master list, clarifying unclear items; recommending alternatives.
- Prepares purchase orders (PO) by verifying specifications and price, obtaining recommendations from suppliers for substitute items; obtaining approval from requisitioning department.
- Follow-up with vendors for material and ensure right product, at right time, at right place & for delivery of material as per planned schedules, troubleshooting problems to ensure seamless movement through the network.
- Ensuring timely and regular payments to all the vendors & Follow up with Accounts for settlement of vendors claims.

PERSONAL DETAILS

Date of Birth	:	05th July 1988
Marital Status	:	Married
Languages Known	:	English, Hindi, and Oriya
Nationality	:	Indian