

Curriculum Vitae

Vikash Maheshwari

Email ID: v.rathi@hotmail.com

Contact No.: +917778057355



Career Objective

To seek a challenging position in the field of Supply Chain Management where I can acquire practical knowledge of business and contribute to the company's growth by adding value through my skills.

Area of Interest:

Procurement

ERP

Logistics

Key Competencies :

Teamwork

Excellent Verbal &
Written Communication Skills.

Flexibility

Leadership
Qualities

Problem solving skills

Negotiation

Work Experience

Core Integra Consultation Pvt. Ltd (Project: TCSION)

12/2021-Present

Transformation Manager (Activation- Manufacturing)

Key Responsibilities:

- Understanding the client scenario and mapping the business requirement and Fit Gap Analysis.
- Creation of BPML (Business Process Mapping List) Document post the consultation phase.
- Collection of Master Data, Validation and Updation by verifying it through different testing modules as per client requirements.
- To Provide Training and Hands Holding session with all ERP Users.
- Mapping of Outbound documents in ERP as per customer's requirement.
- Initiate the Go-Live Activity.
- Extensive testing of Transaction was done at Training platform to ensure correct outcomes with prompt responses.
- Post-Go Live support to ERP users along with weekly progress and daily adoption report.
- Conduct monthly Governance Meeting with customers to monitor implementation status.
- Designed Reports as per customer's requirement.

- Successfully implemented all ERP (TCSiON) Module: Procurement, Sales, Import /Export, General Ledger, Account Payable , Account Receivable, Fixed Assets , HRMS & Payroll.

Veeline Media Surat

02/2021-12/2021

Sr. Executive-(Dispatch- Logistics Management)

Key Responsibilities:

- All filing which are relative with dispatch including billing.
- Coordination with Marketing, Quality & Production.
- All types of Works Regarding Transshipment.
- Handling all dispatch activities.
- Ensure & proper cross verification for dispatched material up to customer satisfaction with Transporters coordination.
- Preparation of Invoicing as per system & order through Microsoft Navision Dynamics System.
- Coordination with transporters, internal & external customers for smooth inwards & outward movement of stock.
- Handling all kind of difficulties during material transportation.
- Daily feedback reporting of production, dispatch & store activities to our HO and regional offices through mail and Microsoft Navision Dynamics (ERP) System.

North West Carrying Company LLP. Gurgaon
Assistant Manager- (Vendor Management)

05/2018-02/2021

Key Responsibilities:

- Vendor Empanelment: Statutory documents verification, other client references check, Capability assessment and new vendor code creation of Secondary Transport Vendors.
- Continuous vendor monitoring and maintained detailed documentation in contract management.
- Created and fostered strong partnerships with other business leaders, senior line of business managers, and vendors.
- Manage all branches expense and co-ordinate with them regarding any operation issue.
- Vendor relationship management including rate card negotiations and performance evaluation (assist on all stages from RFP to executed contract).
- Manage regular senior level collaborative meetings between vendor and business, ensure there are metrics across all KPIs to ensure performance management.
- Overall P&L responsibility on each transaction which is cleared from operations end.

- Developed and maintained an in-depth knowledge of/adherence to various regulatory agencies' guidance relating to third party vendor management.
- Proven proficiency in Microsoft office suite especially Excel formula and Lookup's.
- Knowledge of RFX Management (RFQ Preparation, Management & Release).
- Create Purchase Requisition (PR) and Purchase Orders (PO) as per defined formats basis input from respective stakeholders by following standard Operation procedure.
- Co-ordinate with internal and external teams confirm details for cancellation, creation or amendment of PR and PO creation
- Strong exposure of purchase order terms and procurement to pay cycle.
- Create and update PR-PO tracker and documents relevant details to support monitoring activities.
- Validate and provide 1st level approval for purchase requisitions, check for compliance, and prepare monthly reports.
- Create POs, GRNs, GLs in ERP.

Internship Summary

Projects

Internship Project: Procurement Activities

May 2017 – Jun 2017

Tata Autocomp (IPD) Pvt. Ltd. Sanand Gujarat

Internship Project: Marketing and Sales of Propylene Valves, Isolation Air Valves, Rain popup Tap Filter. Raj Plastic & Co. Ahmedabad

May 2014 – Jun 2014

Educational Qualification

	Board/Institute	Year of Completion	CGPA/Percentage
MBA (SCM)	Amity University Noida (CII School of Logistics)	2016-2018	7.9/10
BBA	GLS (J.P Shah) College, Ahmedabad	2013-2016	7.00/10
12 th	Board of intermediate & Secondary Education, Mirpurkhas	2010-2012	85.00%
10 th	Board of intermediate & Secondary Education, Mirpurkhas	2009-2010	88.20%

Activities

- Participated as volunteer in Marketing Fair conducted in our college. **2015**
- Played Cricket at State Level for the Rajasthan Board Xi.
- Participate in various other sports events like football and hockey.
- Participated as a volunteer for an NGO (**Shuddhi**) ,works for swachh Bharat Mission.

Personal Details

Date of Birth: 24/07/1995

Language Proficiency: English Hindi and Gujarati

