

RASHMIKANT A. RATHOD

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PROFESSIONAL SUMMARY

- ❖ Currently I'm connected to the E-commerce company in the FMCG retail as Sr. Executive Buyer.
- ❖ Three Year's & Five Months Logistics SCM experience as Sr. Executive.
- ❖ Five Year's corporate experience as purchase Executive and Procurement Management.
- ❖ Dedicated and self-motivated employee with outstanding performance for continuous two years.

PROFESSIONAL KEY SKILLS

- Hard Skills :- Achievement Oriented, Negotiating, Purchasing, Communication, Materials Sourcing, Believe in performance and progress, Strong Influencing Skills.
- Soft Skills :- Interpersonal skills, Resourcefulness, Collaboration, Research, Contracts.

PROFESSIONAL EXPERIENCE

- 1) **Merabo Labs India Pvt Ltd, West Zone (Ahmedabad) From June 2020 To till date.**
 - ❖ Currently associated with **Dealshare E-Commerce** As a **Sr. Executive Buyer. (B2C &B2B Project)** Ahmedabad – Gujarat (**West Zone**)

JOB RESPONSIBILITIES :-

- Experience with MRP and excellent negotiation skills, with written and verbal skills to communicate effectively with suppliers.
- Negotiated buying terms with suppliers and developed pipeline of sales events & Negotiated with vendors to get the best offer for the off price retail market. Establish evaluate and select suppliers offers and negotiate contracts.
- Negotiated initial stocking orders and everyday discounts by historical sales within category.
- Worked with vendor to obtain desired product assortment, negotiated cost to maximize profit margin.
- Managed and grew vendor relationships including more efficient planning and scheduling of events.
- Contribute to the purchasing database update by providing necessary information to Managers / supplier leaders / update purchasing database and tools & Follow-up the goods and cost reduction objective related to action plan.
- Strong communication, collaboration and interpersonal skills with a demonstrated ability to successfully work cross functionally within the business.
- Strong organizational and multi-tasking skills with ability to work effectively in a fast-paced environment and under pressure.

2) Reliance Jio Infocomm Ltd, West Zone (Ahmedabad) From Nov 2016 to March 2020.

- ❖ Currently associated with Quess Corp Limited As a **Sr.Executive (4G Telecom Project)** (C/o. Reliance Jio Infocomm Ltd) Ahmedabad - Gujarat(West Zone)

JOB RESPONSIBILITIES :-

- To lead, manage, and monitor the achievement of key performance indexes of Supply Chain.
- Planning for dispatch operation, sales order management & arrangement of Way bills & permits.
- Transportation arrangement via Road/Courier mode & ensuring efficient pool of transportation.
- Keeping in touch with current transportation market & forwarding key information to sales team such as vehicle availability & forecast.
- Reviews of operations with inter departments and ensuring information flow to management through various MIS.
- Co-ordination with sales team PAN India for orders executions. Manage and develop result oriented operation team.
- Review and management of cost of operation including freight transportation & cost reduction for profit maximization.
- Providing regular MIS for the review of top management & Good knowledge experience of ERP systems (SAP nice to have)

3) Future Group, West Zone (Ahmedabad).

- ❖ India's Retail Pioneers, Operating businesses in Retail, Brand development & Allied Services. **From August 2013 to Nov 2016. As Executive Procurement Management.**

JOB RESPONSIBILITIES :-

- Handling Entire transaction on SAP for purchase and Procurement of Inventory, started from issuing Purchase Order till Delivery of product at destination.
- Monitoring sales report and maintain sales Data for decide reorder level, sales offers and other managerial decision for particular Product/ category.
- Compiled & evaluated daily, weekly, monthly, yearly reports to track sales across 16 stores for discussion with the Senior Buyer.
- Maintain excel sheet and record entire data for stock movement, purchase, sales, billing. Stock Movement, Price declaration, Price changing and Offer update.
- Meeting with third party vendor for resolving query and other assistance / co-ordination.
- Created/updated SOP manual for training new Purchasing Department members & Developing new implemented all over Gujarat.
- Data Base: Creating Vendor code / Article Code / Brand Mapping as well as Co-ordinate with HO Database team.

ACADEMIC QUALIFICATIONS

Gujarat University - Ahmedabad
Bachelor's Degree in B.Com
R C College Of Commerce

2009 - 2012

COMPUTER PROFICIENCY

- SAP 7.3 To 7.52 (Sap Basis – 730 To 752) Developments : Well Knowledge of SAP Retail Software.
- Specially Excel, Microsoft Office, Spreadsheets (Excel, Google Spreadsheets, etc.), Social Media, E-mail Communication, Internet Portals & Basics.

EXTRA CURRICULAR ACTIVITIES, ACHIEVEMENTS & TRAINING/CERTIFICATIONS

- Winner of Ahmedabad District Level Open Cricket Challenge - 2013, by AMC (Ahmedabad).
- Member of Corporate internal team/ TATVA called “ **Vayu** ” - **2015**.

NAME OF TRAINING COURSE	YEAR	INSTITUTE / ORGANIZATION
First Aid Training Program	2018	Reliance Industries Ltd

PERSONAL DETAILS

Permanent Address : C/4-98, Indrajitbaug Soc,
Opp. Diamond Silk
Mill, Nikolgam Road,
Ahmedabad-382350

Date of Birth : 31-01-1989

Languages Known : Hindi, Gujarati & English

Hobby : Music, Sport, Travel.

Marital Status : Married

Nationality : Indian

I hereby declare that above information & written particulars are true as per best of my knowledge.

Date – / / 2021

(Rashmikant Rathod)

Place – Ahmedabad