

VISHWAJEET ANAND

Mobile : +91-9999792304, E-mail : vishwajeetanand@gmail.com
Current Address – Logix Blossom Greens, L-1501, Sector-143, Noida, U.P

CAREER OBJECTIVE: To obtain a position as a production/procurement specialist that utilizes my purchasing/production/supply chain experience as well as my knowledge of purchasing activities including supplier selection, contracts, quality & cost control and receiving of goods.

PROFESSIONAL EXPERIENCE

Total – 15 Yrs.

- 1. Organization** –Currently associated with –**M/s Nidec Industrial Automation India Pvt. Ltd**
(Formerly Emerson Industrial Automation Electric Power Generation Pvt Ltd)
Designation – **AM –Production cum procurement**
Duration – **Jan 2018 to till Date.**

Key Responsibilities:

❖ Procurement management

- Part of Annual Budget team.
- Purchasing of capital equipment, cap-ex machinery.
- Working with suppliers to ensure that key processes are running efficiently and cost effectively.
- Coordinating with suppliers by raising enquiries, Purchase orders and receipts of materials.
- Supplier assessment & conducting vendor audits at regular intervals.
- Follow up with clearing & forwarding agent.
- Follow up delivery of the materials as per the requirement.
- Analyzing the purchase requirements.
- Develop new suppliers with effective cost & quality.
- Exposure in Maintain Materials storage, locations, FIFO as per requirements.
- Prepares lists of required materials and tools.

❖ Supply Chain Management

- Introduced a real-time tracking system for inventory management that reduced surplus inventory by 15% and improved material availability.
- Provide operational support and guidance to ensure maximum productivity.
- Create supply chain management strategies that increase efficiency and speed.
- Ensure resource availability and allocation.
- Use appropriate verification techniques to manage changes in project scope, schedule, and costs.
- Identified bottlenecks in logistics and manufacturing process.
- Develop material cost forecasts or standard cost lists.
- Managing reports and necessary documentation.
- Monitor supplier performance to assess ability to meet quality & delivery requirements.
- Lead the process of slow and non-moving stock reduction efforts. Ensure that goods are reclassified or resized as per the action agreed.

❖ Vendor relationship management

- Mapping clients, identifying improvement areas & implementing measures to maximize customer satisfaction level.
- Ensuring continuous interaction with the customer to make sure the area of concern can be worked upon for improved service levels.
- To implement the quality standards for various operational areas, ensuring a high-quality customer experience and work processes.

- ➔ Supplier Component Review (SCR) with preselected suppliers.
- ➔ Provided technical assistance in increasing efficiency and functionality.
- ➔ Prepares lists of required materials and tools.

❖ **Team Management**

- ➔ Managing a team of **15 people** and performing functions viz. **manpower planning**, team making, training etc.
- ➔ **Leading, mentoring, and monitoring** the performance of team members to ensure efficiency in process operations and meeting of individual and group targets.
- ➔ Conceptualizing and developing the need-based **training for developing** multi skilled work force within sub-processes for optimum efficiency.
- ➔ Train company personnel on using software efficiently.
- ➔ Developed a workforce engagement strategy that resulted in a 20% increase in employee participation in improvement programs.
- ➔ Implemented a '5S' organizational system in documentation, reducing documents search time by 30%.

2.Organization –Associated with –M/s Nidec Industrial Automation India Pvt. Ltd

Designation – **Sr.Engg-Production cum Planning**

Duration – **Sept 2012 to Jan 2018.**

❖ **Production management**

- ➔ Screening of production processes and conducting feasibility studies, determining the viability based on the technical parameters.
- ➔ Developed and implemented a sustainability program that decreased energy consumption by 10%, contributing to the company's green initiatives
- ➔ Preparing long term & short-term production schedules/plans; monitoring cost & time over – runs to ensure execution of production process within approved budget.
- ➔ Managing on time delivery and ensuring achievement of targets with respect to operational efficiency, product rejection, machinery downtime, resources deployment.
- ➔ Analysing existing processes/procedures; conducting root cause analysis for any shortcoming /failures/trouble shooting & implementing improvement measures & further continuous evaluation /monitoring.
- ➔ Production planning and meeting KPI & SLA.
- ➔ Prepares SOP's/WI.
- ➔ Prepare Audit Plan (Internal & External), SCA, SQA, PRR-I & PRR-II.
- ➔ Provide daily performance updating to both senior management and customer.
- ➔ Initiate continuous process improvements within process through different tools.
- ➔ Update DTP & SOP in regular intervals.
- ➔ Develop & groom team members to grown within organization.
- ➔ Prepares lists of required materials and tools.

❖ **Planning management**

- ➔ Develop and establish standard processes for order request scheduling, improve system.
- ➔ Overall management of online delivery performance to schedule and request, drive root causes analysis, and lead cross team improvement.
- ➔ Develop optimum inventory tactics that support of lean material flow.
- ➔ Ensure data integrity of material master related set up to support efficiency and accuracy plan such as MOQ, lot size safety stock, procurement.
- ➔ Provide timely support and communication cross department.

3. Organization- M/S Jakson Engineers Ltd.

Designation- **Executive Production & Process.**

Duration- **(June.2011 to Sept. 2012).**

Key Responsibilities:

❖ **Process Management**

- Mapping Business requirements and co-ordinating in developing and implementing processes in line with pre-set guidelines.
- Monitoring the overall functioning of processes, identifying improvement areas and implementing measures to maximize customer satisfaction level.
- Conducting internal process audits and process reviews for ensuring adherence to process parameters/systems as per defined guidelines.
- Re-Engineering processes to improve customer service cut operational costs & curb the wastage of time.

❖ **Training and Support**

- To impart training to freshers about the erection, Drawing and Quality to be followed.
- To train contractors about the working procedure, quality norms and safety to be followed.

4. Organization- Adlec Systems Pvt. Ltd.

Designation- **Process Engineer.**

Duration- **(Mar.2008 to June. 2009).**

Key Responsibilities:

- Planning for materials.
- Detail study of process of different component.
- Analyzing manufacturing process flows continually for the enhancements of quality, cost reduction, and throughput.
- Planning and coordinating various procedures concerning in an organization.
- To make the product viable as per "Customer's Quality Standards".
- Responsible for testing at CPRI, Bhopal.
- Prepare a bill of material (BOM).
- Work on AutoCAD & Cam-path (CNC Sheet metal software)

ACADEMIC CREDENTIALS

- **MBA (Full Time)** with specialisation in **Operations Management** from **Thapar University, Patiala** in **2011 with 1st Div.**
- **B.Tech. in Mechanical Engineering (Full Time)** from **Biju Patnaik University of Technology, Rourkela, Orissa** in **2007 with 1st Div.**
- **HSC** from (Jharkhand) **1st Div.**
- **SSC** from (Jharkhand) **1st Div.**

SKILLS

- **Certificate Program in public procurement (CPPP)** by World Bank.
- **Lean Six Sigma** Green Belt Certification.
- Management Concepts.
- ERP-Navision-2016.
- Procurement Strategies, Process Excellence.
- Materials Management, Negotiation.
- Total productive maintenance (TPM), 5S, Kaizen.
- Proficiency in MS-Office Suit.

Date:

Place:

VISHWAJEET ANAND