

**Prathamesh Saigaonkar**  
**Deputy Manager - Procurement**

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**Summary**

Dedicated Manager with over 9 years of experience in supervision, operations management, project management and cross-functional communication. Team player with expertise managing staff for efficient production. Detail-oriented scheduler seeking to leverage background into managerial role with progressive organization.

Driven with strong background in Mechanical Engineering and operational management. Proven ability to streamline processes, improve stakeholder satisfaction. Strong communication skills, adept at building cohesive teams and fostering positive work environment. Consistently delivers results that align with organizational goals and enhance overall performance.

**Experience**

**TechNova Imaging Systems Pvt Ltd, Navi Mumbai, April 2023 – Current**

**Deputy Manager – Procurement**

- Product-based negotiation skills, with an ability to achieve benefits for the organization through cost reductions.
- Identify areas of cost savings and achieve targeted savings and cost reductions in procurement costs.
- Ability to handle local procurement, and overseas procurement of materials and services. i.e. Raw materials, packing materials, engineering spares, machinery, project purchases, office consumables, services procurement, Capex, and Opex procurement required to run the manufacturing plant.
- Negotiate and finalize the Annual Maintenance Contract, and the Annual Rate Contract for materials and services.
- Maintain competitive pricing, timely delivery, and correct commercial terms.
- Ensure the quality and performance of ordered materials are in line with required standards.
- Streamline procurement procedures for inventory control, to meet production targets.
- Ability to analyze various inventory reports and make decisions to optimize inventory levels.
- Supervised supply purchases, management and tracking in line with budgetary requirements.
- Set accurate budgets based on historical data and forecast trends to keep operations financially sound.
- Monitored compliance with legal and company policies, addressing violations to uphold standards.

**Neptunus Power Plant Services, Navi Mumbai, Oct 2019 – April 2023**

**Assistant Manager - Purchase**

- Identifying MUDA-creating activities and solving them with the help of technology.
- Tracking daily, weekly, and monthly MIS reporting.
- Monitoring project activities to ensure that the project deliverables, such as time, cost, and performance parameters, are met within the stipulated schedule and budgeted cost.
- Participated in identifying and implementing new operational tools and processes for improved efficiency.
- Inventory management, along with stores and warehouse management.
- Supplier quality and improvement in view of ISO 9001:2015.
- Oversaw daily operations, including opening and closing procedures, to maintain store standards.
- Investigated issues impacting organizational operations and service delivery to understand root causes, prepared detailed reports and recommend corrective actions.

**BulkMRO Industrial Supplier, Mumbai, Oct 2018 – Oct 2019**

**Procurement Specialist**

- Ensuring the timely delivery of quality goods with cost-effective benefits through a database of over 800 different suppliers.
- Maintained and evaluated effective and lasting vendor relationships through dynamic communication, collaboration, and intelligent questioning skills to assess quality, timeliness, and compliance of deliveries to maximize business operational efficiency.
- Proficiently minimized the defects related to bought-out-finished (BOF) parts by 20% through the development of suppliers.
- Evaluation, analyzing, and identifying the right source.
- Negotiated contracts with suppliers to secure cost-effective procurement solutions, achieving significant annual savings.

- Material planning, scheduling, inventory control, and capital budgeting.
- Monitored supplier performance through regular reviews and audits, addressing any issues promptly.
- Established rigorous tracking and reporting frameworks to identify challenges and achieve KPIs.
- Researched market trends and best practices and adapted procurement strategy to reflect changing landscape.

## **SNS Engineering Services, Navi Mumbai, Sep 2016 – Oct 2018**

### **Procurement Engineer**

- Determined the feasibility of proposed procurement actions by performing market research.
- Vendor support, upgradation, quality assurance, production, assembly troubleshooting, cost re-engineering, project planning, and implementation.
- Collaborated with finance and accounts departments to reconcile invoices and payments, ensuring accuracy in financial reporting.
- Negotiated with suppliers and implemented contracts to secure value for money and maximize resources.
- Studied manufacturing from engineering viewpoint to identify problems and potential improvements.
- Utilized ERP systems for efficient order processing, inventory management, and procurement analytics.
- Maintained clear audit trails and documentation to support multiple business areas.
- Negotiated contracts with suppliers, focusing on cost, quality, and delivery times to meet project deadlines.

### **Skills**

- |                                      |                              |
|--------------------------------------|------------------------------|
| ■ Vendor relationship management     | ■ Supplier evaluation        |
| ■ Streamlining procurement processes | ■ Procurement strategies     |
| ■ Team handling                      | ■ Project management         |
| ■ Price negotiation                  | ■ Contract negotiation       |
| ■ Purchase order creation            | ■ Relationship management    |
| ■ End-to-end tracking of material    | ■ Problem solving            |
| ■ Import Purchase                    | ■ Process improvement        |
| ■ Analytical skills                  | ■ Strategic sourcing         |
| ■ Cost reduction                     | ■ Leadership skills          |
| ■ Productivity increase              | ■ Team motivation            |
| ■ MS Office                          | ■ Quick decision-making      |
| ■ SAP                                | ■ Strategic decision-making  |
| ■ Google Office Suite                | ■ Negotiation                |
| ■ Zoho CRM                           | ■ Regulatory compliance      |
| ■ JD Edward                          | ■ Contract management        |
| ■ Vendor negotiation                 | ■ Risk mitigation strategies |

### **Certifications**

- Servicing, Maintenance & Overhauling of Petrol Engine of Passenger Vehicles
- Automobile & Engine Design Workshop - IIT Bombay
- Attended & Certified Complete Manufacturing Plant Tour at Japan in Mazda, Toyota, Suzuki & Yamaha
- Next-Level Negotiation Skills - Mastering High-Stakes Deals with Power & Precision
- Lean Six Sigma - Supply Chain Management (Certification Number: djQ5ODMzOS0yOTg)

### **Languages**

**English:** C1 - Advanced

**Hindi:** C1 - Advanced

**Marathi:** C2 - Proficient

**German:** A1 - Beginner

### **Education**

- **Prin. L.N. Welingkar Institute of Management Development & Research - Mumbai**  
Higher Education: Operation Management, 12/2020

- **HOC Pillai's College of Engineering & Technology, Panvel (Mumbai University)**  
Bachelor's degree: Mechanical Engineering, 16/2016

### **Personal Information**

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|---|------------------------------|
| • <b>Date of Birth:</b> 16 <sup>th</sup> May 1994 | • <b>Nationality:</b> Indian |
| • <b>Marital Status:</b> Married                  | • <b>Gender:</b> Male        |