



KALYAN KUMAR

PROCUREMENT ENGINEER

DOB : 12.12.1997



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EDUCATION

BACHELOR OF ENGINEERING / CIVIL

Jawaharlal Nehru
technological University ,
Hyderabad. 2017 – 2020, –
71.1%

Diploma (CIVIL)

Govt. Polytechnic, Adilabad,
2014-2017, - 73.3%

SKILLS

Project Management

eprocurement tendering process

Improve Supplier Relationships

Negotiation Skills

Active leader – Team worker

Adaptability & decision making

Vendor management

Strong work ethic time

Good communication skills

Data Analytics

SOFTWARE SKILLS

SAP – MM.

Autocad Inventor professional.

Mastercam x5.

C++,Java, python .

MS office-Excel, Word.

OBJECTIVE:

Procurement engineer with a demonstrated history of working in Electronics & Defense industry. Managed operations in procurement like Source List Maintenance, RFQ Process, Bid Floating, PO creation, Customer order planning. Expertise in SAP-MM & Microsoft Excel. Looking to leverage my knowledge and experience into a role as procurement engineer/specialist.

EXPERIENCE:

PROCUREMENT ENGINEER

1. Bharat Electronics Limited, Hyderabad / Feb 2021-Feb 2022

1. To maintain source list of the material required for projects.
2. Analyze the specification and drawings, selection of suitable vendors.
3. Inviting vendors for quotation, Knowledge on RFQ and RFP process. coordinating with vendors for their queries related to specification or extension of bid submission deadline.
4. Performing bid opening & comparison of quotations from other vendors & also with respect to latest procurement & Estimation from IED.
5. Negotiation with most suitable vendor for discount price and shortest delivery possible.
6. Creating Purchase Order, maintaining all the above process data in FLM for approval from respective authority. Sending released PO to vendor in order for him to commence work.
7. Follow-up with Vendors for on-time delivery of materials.

Project details:

Development of systems such as SHAKTI, Dolphin, Ellora sytem.

Role: Team member

- Purchase material based on requirements at right quality, quantity and process.
- Stage wise value and quantity analysis of material.
- Responsibility of issual, Accountal, Collection of material.
- Involved in document preparation required for audit agencies.

2. Project Work: at HAL, Bangalore Overhaul Div., on "Modification of Test Rig Used for Testing of Hawk Components".

3. Internship: Ultratech Cement Limited, adilabad

Collection rainfall record analysing occurance of flood in ARC
Karimnagar

Recent Certification:

- Autocad,Etabs, Primavera
- Certificate Program on Public Procurement.

Languages Known: English, Telugu,Hindi, Urdu.