

PRASAD SHETYE

Purchase Manager

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SOCIAL

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PROFILE

Prasad is a Mechanical and Piping Engineer with **11+** years of working experience including 8 years in procurement and sub-contracts of direct materials and services in National and International Markets. He has managed a supply base of **100+** suppliers, alongwith garnering experience in Multi-Project environment. He has knowledge of equipment **Fabrication, Machining, and Erection** process; **Expertise in visual and detail inspection of Manufacturing Equipment**; working knowledge of **Project Execution, Coordination, and Detail Engineering.**

EDUCATION

CERTIFICATE COURSE IN PIPING ENGINEERING AND CONSTRUCTION

Trinity Academy, Pune 2007 - 2008

B. TECH. IN MECHANICAL ENGINEERING

IME, Mumbai 2004 - 2008

EXPERIENCE

● ASSISTANT MANAGER PURCHASE

June 2013 - September 2020 | Seco/Warwick Allied Pvt. Ltd.

Performing condition assessment of all the Mechanical System and services. Handling procurement for out-sourcing / sub-contracting activities like Fabrication, Machining and On-site contractors. Floating enquiries (RFQ) and making technical and commercial comparison. Performing negotiations with supplier for best price, delivery and pay terms to meet project key requirements (Budget and Schedule with best Quality).

Preparation of Purchase Orders in ERP System and follow-up with the vendor for delivery as per project schedule. Arranging pre-dispatch inspections and expediting for delivery of materials, where necessary. Clearing invoices upon material delivery and acceptance and coordinating with accounts department for payables and reconciliation of accounts statement. Developing key relationships and partnering with internal customers and supply partners to achieve cost and quality targets.

Developing New Vendors, Performing Vendor registration and Vendor Evaluation. Tracking Contemporary Market price trends. Maintaining daily, monthly and quarterly MIS like PO conversion rate report, savings report, On-time delivery report, Vendor Evaluation Report. Enforcing strict adherence to ISO within working area. Facing internal audit for Purchase Department. Networking & coordination with cross functions. Collecting & capturing additional information to build and improve upon accuracy.

● PROJECT ENGINEER

June 2010 - June 2013 | Seco/Warwick Allied Pvt. Ltd.

Preparation of project estimations and project schedules. Coordinating with the design team for all the mechanical drawings. Coordinating with customer for approval and finalization of GA drawing and plant layout. Procurement of all the materials and services as per technical datasheets required for timely project execution within defined budget and with quality.

Monitoring manufacturing process, conduction stage and final inspections, conducting machine cold trials and giving dispatch clearances. Coordinating with other team members, vendors and inter-departments in order to execute the project in time. Performing preliminary site preparation activities and planning & monitoring installation schedules.

Analyzed and maintained complete site installation and commissioning activities. Coordinating with customers during project execution for any clarifications/ feedbacks/ modifications and implementing the changes, if any. Engaged in proper Project Documentation.

● SITE ENGINEER

April 2009 - June 2010 | Sunny Enterprises, Pune

Planning and preparing site installation schedule. Arranging Crane, Hydra, Manpower, tools & Tackles for Fabrication and Erection activities. Verifying all the materials received at site as per the check list.

Monitoring complete fabrication and erection activities, reporting to office and maintaining necessary records. Coordinating and updating customers regarding site progress.

● PRODUCTION ENGINEER

October 2008 - March 2009 | Samarthya Engineering Pvt. Ltd.

Planning manpower shifts as per job prospects and maintaining AMH & SMH records. Handling fabrication shop floor activities to manufacture job within schedule timeline

SKILLS

- Project Management
- Project Purchase Management
- Vendor Development & Evaluation
- Vendor Relationship Management
- Microsoft Projects & AutoCad
- ERP & Tally System
- Business Process Improvement
- Adobe Suite

Communicating with labours for work load, working and safety procedure. Make effective use of QA/QC plans, used qualified welder and welding procedure. Making fabrication job as per drawing and condition, handle manpower.

PROJECTS

Bogie Hearth Furnace

Bhushan Steel Limited, Odisha

Roller Hearth Furnace

Goodluck Industries, Faridabad & Multimetals Ltd., Kota

Fixed Hearth Furnace

M.M. Castings (P) Ltd., Faridabad

Electrostatic Precipitator and Piping System

Privilege Industries, Lonand, Satara & Techno Craft India Pvt. Ltd., Murbad, Mumbai

REFERENCES

Sr. Director

Mr. John Doe

Phone: 999-777-2222
Email: user@site.com

Sr. Manager

Ms. Jane Doe

Phone: 999-777-8888
Email: user@site.com


LANGUAGES

- English
- Hindi
- Marathi

INTERESTS



Music



Travel



Reading



Fitness