

ASHISH KUMAR DWIVEDI

CONTACT

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🎂 19/07/1988

OBJECTIVE

Versatile Purchase Engineer skillful in researching markets for vendor services, sourcing products and equipment and developing and approving purchase procedures. Committed to consistently driving continuous improvement and meeting cost-saving targets.

SKILLS

- SAP MM(MATERIAL MANAGEMENT)
- Tally Prime
- Advance Excel
- Written Communication

LANGUAGE

- ✓ English
- ✓ Hindi

EXPERIENCE

Shrishti Technology Pvt Ltd

1/10/2020 -
Present

Senior Engineer(Purchase & Procurement)

With more than 7 years of work experience.

- Identify needs, research and source the potential supplier. Developing and managing contracts.
- Creating approved list of vendors,selecting the right supplier & negotiating effectively.
- Making a purchase requisition.regular inventory checking and controlling as well.
- Issue request for quotation, evaluate supplier Quotes.
- Making Purchase order.
- Ensure the Quality inspection of delivered item from IQC department.
- Process of debit & credit note.
- Process payment to vendor.
- Daily reports collecting from various department like Production, Dispatch,store,QC and making summary report.

Skymet weather service Pvt Ltd

1/06/2018 -
20/09/2020

Procurement Engineer

- Evaluated and reviewed procurement documents and participated in facility inspections.
- Collaborated with operations services procurement peers for company-wide sourcing events, systems and initiatives.
- Maintains partnerships with whole supply chain to drive regular performance reviews against quality, cost and delivery.
- Maintaining the daily and monthly report.

Motherson Sumi system Ltd

10/08/2011 -
15/02/2014

Production Engineer

- Created engineering documentation for manufacturing processes, equipment specifications and change notices.
- Performed root cause analysis and implemented corrective actions.
- Communicated with other team members to enhance process and performance.
- Implemented 5S, Poka-Yoke, Change management system, Why-Why analysis, Kaizen etc.
- Participated In NPD.

CERTIFICATION

SAP MM (MATERIAL MANAGEMENT) MODULE

Tally Prime

Advance Excel

ACHIEVEMENTS

- ✓ Reduced cost of purchased materials by 3% annually.
- ✓ Paint shop material wastage reduced by optimising Paint process and reduce the expense on paint material by 10%.

EDUCATION

Rajiv Gandhi Technical University Bhopal Bachelor of Engineering (Mechanical) 69.06%	2011
M.P. Board 12th(PCM) 60%	2006