

CURRICULAM VITAE

Name: UDIT JAIN

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OBJECTIVES

An aspiring Engineer with technological and professional experience, keen to implement organizational objectives in combination with personal & intellectual development.

CARREER SUMMARY

- Procurement of all kind of material (Civil, Mechanical, & Electrical).
- Negotiating with the vendors for Rate, Delivery and Payment Terms.
- Expediting with vendors.
- New Vendor Development.
- Expertise in developing local vendors, reducing the cost of procurement of material.
- Experienced with implementing systems of inventory management avoiding over-stocking or wastage.

EDUCATIONAL QUALIFICATION

Year of Passing	Degree	Institution	Board	Percentage
2013	B.TECH (Mechanical)	Hindu College of Engineering, Sonipat	MDU Rohtak	62.7
2009	Senior Secondary	K.V.M, Ludhiana	CBSE	79
2007	Matriculation	K.V.M, Ludhiana	CBSE	82

WORK EXPERIENCE

- **January 2017-Present:** Working as Engineer in Sona Blw Precision Forgings Limited, a leading manufacturer of Bevel Gears, Driveline components, Differential Assemblies for automotive applications in India.
- **October 2014-January 2017:** Worked as an Engineer, Vendor Development at Calsonic Kansei Motherson Auto Products Pvt Ltd, a part of Samvardhana Motherson Group (SMG).

- **February 2013-November 2013:** Worked as a Quality Engineer at Jaypee kukeezi, manufacturer of Cookwares.

TRAINING

- **40 Days Training at NTPC**
- **42 Days Training at MR Appliances**

JOB RESPONSIBILITY

➤ **Procurement:-**

- Preparing RFQ's and forwarding it to relevant suppliers / agents to obtain Quotations.
- Arrange expedited shipments to prevent unscheduled manufacturing downtime.
- Processing all purchase orders for Engineering, Maintenance, Quality, Production and Stores Departments.
- Making Justification sheets of price finalization for approval from higher authorities.
- Follow up the material vigorously with the suppliers to ensure the dispatch on time for production.
- Contact suppliers to resolve missed deliveries, short shipments, pricing discrepancies and payments.

➤ **Vendor Development:-**

- Assist the Buyer on special projects focused on cost reduction initiatives and process improvement.
- Managing day-to-day supplier performance to ensure meeting of service, cost, delivery & quality norms.
- Executing vendor evaluation, vendor rating calculation and necessary actions for under performance.

➤ **Planning:-**

- Coordinating with production planning to meet Customer Priorities.
- Liaison with the production department to maintain optimum inventory.

➤ **Softwares:-**

- SAP:- Implemented material management module with mapping of Existing Resources, defining mandatory checks & balances in procedures with structured & rigorous process.
- Oracle
- eMPro Easy
- Well versed with Microsoft Excel, Word and Power Point.

ACHIEVEMENTS

- Implemented SAP (S4 HANA 1710) as a core team member of Material Management module.

- Defined new nomenclature for Raw Material, Part Specific & Machine Specific Tooling, Spares ,Consumables.
- Year-on-Year reduction benefit taken from all local suppliers by continuous follow-ups.
- Inventory reduction by 46% amounting to Rs. 2.5 Million of Raw Material, Part Specific Tooling from 15 days to 7 days by quality enhancement and closely working with vendor partner.

PROJECT

- SAP Implementation.
- Coal Handling System at NTPC
- Installation and commissioning of pressure cooker plant.

EXTRA CURRICULAR ACTIVITIES

- Got third prize in national level drama competition held at YMCA, Faridabad.
- Good player of athletics during school and college time.

HOBBIES

- Playing cricket.
- Bike Ridings
- Gardening

PERSONAL INFORMATION

Father's Name: - Shri Shanti Pal Jain
Languages Known: - English, Hindi, Punjabi

(UDIT JAIN)
