

**Kumar Aaditya**

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Looking for a suitable opportunity in an organization offering significant learning. Seeking assignments with key focus on EPC, Project Management, Procurement and Contract.

## SYNOPSIS

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- Experience in CAPEX & Consumables procurement in EPC environment.
- Ability to oversee budget, project tracking, & sourcing cash flow.
- Ability to communicate with suppliers and executive management to ensure procurement goals are met.
- Experience in supplier scouting, supplier-onboarding, negotiations, cost analysis, turnkey & back-to-back ordering
- Experience in developing & maintaining AMCs, Service Agreements with Suppliers.

## CORE COMPETENCIES

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### Enquiry Phase, Part Development and Procurement

- ⇒ Non-Disclosure and Integrity Agreement with Supplier
- ⇒ New Supplier development
- ⇒ Floating RFQ
- ⇒ Technical and Capacity Assessment.
- ⇒ Finalization of Development Plan & Sign off of Basic Purchase Agreements.
- ⇒ Development of Suppliers on basis of supplier ratings (Technically, Clients list, evaluating the same by supplier audits, internet search,) and maintaining their performance history in the form of delivery, quality and composite ratings.
- ⇒ Procurement of parts as per schedule.

### Costing & Negotiation

- ⇒ Cost estimation (Should cost Model) and settlement with supplier.
- ⇒ Negotiation and Cost Reduction.
- ⇒ Capex Cost Control (Individual Capex handle)

### Securing Parts Approval

- ⇒ Co-coordinating with Inter departments like Quality Control, Engineering for getting parts approved as per specifications.

### Procurement

- ⇒ Activities include releasing the PO to the vendors in preview of sample and Pilot lot, monitoring the development and timely procurement.

## CAREER CONTOUR

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- **M/s India Glycols Limited, Noida (U.P.)**

**(25 August 2015 – Present)**

### **Senior Engineer –(Purchase)**



India Glycols Ltd is a leading company that manufactures green technology based bulk, specialty and performance chemicals and natural gums, spirits, industrial gases, sugar and nutraceuticals. The company was established as a single mono-ethylene glycol plant in 1983.

**Roles & Responsibilities:-**

- ⇒ Project Planning & Procurement of CAPEX items (Plants, Equipment & other bought outs) meant for expansion of Chemical & pharma plant and maintaining their OPEX. Procurement of Consumable items for smooth operation of plant.
- ⇒ Appointing Inspection, Expediting and Clearing of material before dispatch.
- ⇒ Evaluation of vendor performance from time to time as one of the ISO procedure.
- ⇒ MIS reporting to DGM-Procurement, e.g. Weekly Procurement Progress Report, Monthly Procurement Report, Cost saving after negotiation, payment cycle of vendors etc.

**Projects (Commissioned & on-going):**

- ⇒ Effluent treatment plant for Zero liquid discharge (A mandatory guideline for all industries as guided by CPCB)
- ⇒ Equipment like Cooling Towers, Air Compressors, Pumps, Heat Exchangers, Reactors, Storage tanks, Receivers, Rotary extractor, Liquid liquid separation Columns, vapor column, HPLC, Particle Size Analyser etc.
- ⇒ Instrumentation, Electrical & Utility items required for commissioning of various projects.
- ⇒ Modification of Air Pre Heater of boiler for energy saving.
- ⇒ Revamping of cooling tower.
- ⇒ Air handling unit for clean room, panel room and etc.

- **M/s Preet Machines Limited, Ghaziabad (U.P.)**

**(9 March 2015 – 20 August 2015)**

**Assistant Manager–(Project Procurement)**

Preet Machines Limited, is the flagship company of the 35 years old Preet Group. Over the years, it has emerged as a total turnkey solutions provider for the Steel Industry (Flat and Long Product Rolling Mill and Equipments).

**Roles & Responsibilities:-**

- ⇒ Raising RFQs to different Vendors, Analysis of Quotations.
- ⇒ Techno-Commercial Evaluation: Comparison of Quotes, Technical & commercial discussion with vendors, Purchase Order. Follow up with vendors for timely execution of order.
- ⇒ Co-ordination between PPI department, suppliers and Project team for procurement of material.

- **M/s Sanwariya Gas Limited, Noida(U.P.)**

**(1 July 2012 – 28 Febuary 2015 )**

**Engineer (Project)–(Procurement & Contracts)**

Sanwariya Gas Limited (Formerly known as Saumya DSM infratech Ltd.) is authorized by Petroleum & Natural Gas Regulatory Board (PNGRB) for laying, building, operating and expanding City gas Distribution Network in the Geographical Area of Mathura in the state of Uttar Pradesh.

**Roles & Responsibilities:-**

- ⇒ Overall Coordination, Planning & execution of connections that includes monitoring, control as well as swift and safe execution of the project.
- ⇒ Work measurement, Billing & Reconciliation of materials and labor.
- ⇒ Co-ordination between QC department, suppliers, warehouse department and Project team for procurement of material.
- ⇒ Manage daily procurement activities for domestic, industrial & commercial customers.
- ⇒ Manages multiple priorities, in a changing business propositions.
- ⇒ Utilize all available resources to produce an accurate estimate. Ability to use historical data to ensure accuracy.
- ⇒ Ensures that all consumables are maintained as per minimum requirement and available for construction & Operation.

- ⇒ Quality Control: Monitoring quality issues by interacting with concerned departments and ensuring adherence to ISO 9001:2008/14001:2004 and OHSAS18001:2007 standard requirements.
- ⇒ Ensure the quality & standard of product which comes under PNGRB norms, OEM, IS, ASME, BS, ASTM, ISO, OISD & API.
- ⇒ Inspection of MDPE (Medium density polyethylene) pipe of Size 125MM OD PE80 SDR11 at M/s Duraline India Pvt. Ltd as per IS14885: 2001.
- ⇒ Co-ordinate with Quality Control department for conducting & participation of all statutory audits (like Technical Audit and Safety Audit) from time to time.

### **Operations & Maintenance**

**(10th April 2012 to 30th Jun 2012)**

#### **Roles & Responsibilities:-**

- ⇒ Prepare Reports and Documentation of :
  - Daily/Monthly Progress Report (DPR) for CNG Operation & Maintenance.
  - Daily/Monthly CNG Sales Report and Other O&M Documents/Report.
  - Monitoring compressor cost estimation with respect to Operational Expenditure (OPEX) and Capital Expenditure (CAPEX).
  - Estimation of material required for upcoming CNG stations in Mathura as part of the network expansion.
  - O&M Spares & Stainless Steel tubing materials for construction, & post construction activities at CNG Station.
  - Bill of Quantity (BOQ) for CNG projects.
  - Verification of vendors, contractor & sub-contractor bills.
  - Preparation of Monthly Shift Rooster for Technicians & Supervisors.
- ⇒ Preparation of weekly/ monthly preventive maintenance schedule of all equipments.
- ⇒ Proactively monitoring & identifying areas of obstructions/breakdowns and taking steps to rectify the problems of equipments through application of troubleshooting as recommended by OEM.
- ⇒ Reviewing history records of key machines for repeated breakdowns to analyze and further carrying out necessary corrective actions.
- ⇒ Conduct Internal Audits for the Operation activities, & Safety at CNG Station.

#### • **M/s Industrial Foam (P) Ltd., Greater Noida, (U.P)**

**(1st August 2011 to 7th April 2012)**

### **Production Engineer**



Industrial Foams (P) Ltd. (An ISO 9001-2000 and OHSAS 180001: 1999 Certified Company) was established in 1972 by its founder Shri T.R. Arora. The company is recognized as one of the leading names for manufacturing Polyurethane Insulated Rigid Foam Panels/Sheets, P.U Systems, House(Polyol/MDI) Prefabricated Air-conditioned buildings, Shelters and Cold Rooms, Puf Panel.

#### **Roles & Responsibilities:-**

- ⇒ Responsible for supervising the shift activities of the production floor.
- ⇒ Examine the needs for training and provide On-the-job training to departmental personnel.
- ⇒ Preparation of daily & weekly shift schedule to meet production requirement.
- ⇒ To monitor hourly production, make daily production report and access it against planned targets & mention shortcomings if any.
- ⇒ Responsible for running and controlling three departments Cutting, Ribbing and Bending.

#### **Additional Achievements (as Procurement & Contract Engineer)**

- ⇒ Successful Monitor/commissioned 7.126 km PE pipeline in Mathura city.
- ⇒ Maintain actual Project cost less than estimated cost.
- ⇒ Reduce OPEX of CNG Station by change process, machinery & fuel.
- ⇒ Manage minimum inventory.

- ⇒ With effective team work released 100 Purchase orders in 60 days.
- ⇒ The lead buyer for the 2 CNG stations for all Capital Equipments and consumables.
- ⇒ Participated in completion of ISO Audit in accordance to all QMS & API systems.
- ⇒ Negotiated savings of 10% on the total allocated budget of the Project on various master agreements, contracts & Purchase Orders.

## ACADEMIA

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- ⇒ Pursuing PGDM (Executive) in Operations from IMT, Ghaziabad.
- ⇒ B. Tech in Mechanical Engineering from Skyline Institute of Engineering and Technology affiliated to Uttar Pradesh Technical University, Greater Noida. (U.P) in 2011.
- ⇒ Senior Secondary Certificate from Uttar Pradesh Board, Bulandshahar in 2007.
- ⇒ Secondary Certificate from Uttar Pradesh Board, Bulandshahar in 2005.

## KNOWLEDGE PURVIEW

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- ⇒ Extensive information on supplier base.
- ⇒ Price Negotiation
- ⇒ ERP (Enterprise Resource Planning)
- ⇒ **SAP-Material Management**
- ⇒ Operational Expenditure (OPEX) and Capital Expenditure (CAPEX).
- ⇒ Daily/Monthly Progress Report (DPR)
- ⇒ Bill of Quantity (BOQ)
- ⇒ Prepare & Maintain reports for MoPNG, PNGRB & Gail (India) Limited.

## SKILLS

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- ⇒ Market Intelligence & commercial acumen.
- ⇒ High Analytical Skills - for decision making.
- ⇒ Interpersonal and communication skills.
- ⇒ Leadership ability with analytical approach for problem solving.
- ⇒ Successfully manage multiple priorities, and perform under pressure in a fast-pace and rapidly changing environment.
- ⇒ Developing local vendors & thereby reducing the cost of procurement of material.

## IT FORTE

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- ⇒ Hands on experience on ERP- Material Management System (Front and back hand).
- ⇒ Having good knowledge & hands on experience in **SAP/R3 System (MM Module)**.
- ⇒ Applications: Microsoft Office Suite.
- ⇒ Internet, Basic Trouble shooting

## PERSONAL DOSSIER

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Date of Birth : April 24, 1989  
 Father's Name : Sh. Nityanand Prasad  
 Languages known : Hindi & English  
 Nationality : Indian  
 Passport number : M4385478 valid till 15<sup>th</sup> December 2024  
 Permanent Address : LIG-956, AwasVikas Ist, D.M. Road, Bulandshahar, U.P