Ravi Kumar Dubey

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**PROFILE AND STRENGTHS**

Backed by strong academic credentials*. B. Tech (Mechanical)*; Seeking a position to utilize my skills and abilities in the Technical field that offer professional growths while being resourceful, innovative and flexible*;* possess zeal to make a mark in the Industry and to further company’s objectives and goals within timelines

* Accented with the latest trends and techniques of the field, having an inborn quantitative aptitude, determined to carve a successful and satisfying career in the core industry.
* Self-motivated, hardworking and goal-oriented with a high degree of flexibility, creativity, resourcefulness, commitment and optimism
* Enriched with the ability to learn new concepts & technology within a short span of time.
* Well-developed communication skills with reputation of unwavering accuracy, credibility & integrity, exceptional presentation skills with the ability to perform above expectations

EXPERIENCE

**TOTAL EXPERINCE: - 5.5 Years**

**CURRENT EMPLOYEE: -**

Jan 2018 to Present: Ajay Industrial Corporation Limited, Sahibabad Ghaziabad as an Executive-Purchase.

**Company Profile: -**

Ajay Industrial Corporation Limited is Established in 1961, a renowned manufacturing organization in India, we are specialized in manufacturing various kind of products related to Water Management. It may not be out of place to mention that AICL is the first Indian Manufacturing organization especially in hand pumps segment who has been accredited with ISO 9001-2008 Certification. Government of India has also recognized us as an "Export House". AICL has been regularly winning Export Excellence Awards at National Level from Engineering Export Promotion Council (EEPCINDIA) of the Ministry of Commerce, Government of India for many years towards maximum contribution in exports. AICL is merely not an assembly unit like other Indian suppliers but is the only manufacturing unit which manufactures of complete hand pumps under single roof, thereby maintaining uniform quality policy. We have been associated with reputed International Agencies / NGOs which are involved in continuous Research and Development in hand pumps and other water management products.

**KRA: -**

1. Experience in general Purchase practices, Purchase Order Preparation and RFQ.
2. Product Development as per the available sample of New Product,
3. Prepare and process requisitions and **Purchase Orders** for supplies and equipment.
4. Take Care of Research and Development of New Product as per requirement/ Application.
5. Complete knowledge of Import and Export Documentation.
6. Take care of import from Supplier Country to Destination Country with all the documentation.
7. Also need to prepare the required Docs and per Buyer/ Destination Country Import Policy.
8. If required conduct third party Inspection on Supplier premises.
9. Experience in cost negotiation with suppliers & finalization of quotation/rate.
10. Involved in the complete Procurement to pay cycle.
11. Responsible for procurement and ensure timely delivery of materials.
12. Good knowledge of supplier base including the Raw material suppliers /Engineering and Manufacturing process
13. Experience in supplier assessment and selection.
14. Participate in ongoing projects in close association with manager.

**PREVIOUS EMPLOYEE: -**

February 2014 to Jan 2018: GST Corporation Limited, New Delhi as an Executive – Procurement.

**Company Profile: -**

GST Corporation Ltd, India is a leading Manufacturer and Exporters of Medical & Surgical Devises, rehabilitation Aids & instruments with an ISO 9001:2008 & 13485:2003 and CE (0434) certifications. Established in 1959, we have been serving our elite customers for over 54 years and due to our time bound services, product quality and best competitive prices we have gained more than 400 clients in 65 different countries including U.S.A, Canada, E.U countries, Middle East, Africa, South East Asia, Asia and Latin American Countries. With active customer base of Private buyers, Government and non-govt. Organizations, various tender authorities, World Bank and United Nation’s projects like UNICEF, UNDP etc, we are one of the prominent and reputed in manufacturing and exporting for Surgical, medical and Hospital products in India and abroad. We are known to be a preferred supplier in OEM, for some of the well renowned brands worldwide. Most of the Manufacturing units are of state of art facilities set up in the Northern part of India like GST Corporation Limited, Heuer International (Division of GSTCL), Paramount Surgimed Limited, United Poly Engineering Limited

**KRA: -**

1. Experience in general Purchase practices, Purchase Order Preparation, RFQ.
2. Prepare and process requisitions and **Purchase Orders** for supplies and equipment.
3. Experience in cost negotiation with suppliers & finalization of quotation/rate.
4. Involved in the complete Procurement to pay cycle.
5. Responsible for procurement and ensure timely delivery of materials.
6. Good knowledge of supplier base including the Raw material suppliers /Engineering and Manufacturing process
7. Responsible for negotiations of payment& delivery terms with vendors, price verification.
8. Good communication skill and Ability to work in challenging environment.
9. Experience in suppler assessment and selection.
10. Participate in ongoing projects in close association with manager
11. Perform Supplier quality control audits including communicating with procurement on vendor pricing, availability and applications.
12. Knowledge of computer software such as Photoshop and Microsoft Office programs.

**LAST EMPLOYEE: -**

August 2013 to January 2014: Medors Biotech Pvt Ltd., as an Engineer - Maintenance

Company Profile: -

* Medors is India's largest private sector power utility company which has installed the largest number of solar thermal and photovoltaic projects. The company has emerged as a pioneer in the Indian solar industry, having an excellence record of performance, service and sustained growth. Medors has a presence in all the segments of the power sector viz thermal, hydro, solar and wind, transmission, distribution, trading and Bio-fuel, etc. Medors have established a global footprint in different parts of the world. It has successful public-private partnerships in the generation, transmission and distribution.

**KRA: -**

1. Maintenance of Solar Water Heater.
2. Installation of Solar Water Heater /Solar Panels.
3. Site visits and finalize the installation Area for Solar Water Heater/Solar Panels.
4. Customer Relationship.
5. Worker Training for installation and maintenance of Solar Water Heater/Solar Panels.

knowledge preview

Supply Chain Management Vendor Development Quality Management Procurement Purchase Order Cost Evaluation Import/ Export Documentation Research and Development Negotiation SAP Odoo -Open Source ERP Inspection Process

Education Qualification

B-Tech in MECHANICAL Engg. - (2013)

COLLEGE/University Lovely Professional University, Phagwara (Punjab)

CGPA/Percentage scored 6.80/61.20%

Class 12th– (2008)

School C R T S V M I C S K S BAZAR MAHARAJGANJ

Board U P Board

Percentage scored 67.6%

Matriculation– (2006)

School K A I C BELWA SISWA BAZAR MAHARAJGANJ

Board U P Board

Percentage scored 53%

# co-curricular activities& Achievement

* Class Representative of 2008 batch
* 1st position in Scout Guide Competition
* Member of College Organizing Committee
* Served as a coordinator and volunteer in the school and the college events

**Industrial training**

* Visited G.N.A. Phagwara.
* Attend Three day In-Campus Workshop on “Automotive Workshop” organized by SFD.STEPPING FOR DEVELOPEMENT.

**Trainings Attended**

* Project Trainee At Achal electrical, Bardhabhira (Soangaon) Akbarpur Dostpur Road, Ambedkar Nagar (U.P).

**Projects**

Solar Water Heater

**ROLE**: Group Leader.

**Scope:** Widely used in house and industries for hot water.

**Interest of Subjects**

Emerging Trends in Purchase Management, New development in sourcing methodology, Reverse Auctioning.

# methodologyKey Skill

* Google Sketch up
* Adobe Photoshop CS5
* Communication
* Teaching
* Organizing

* Team Work
* Windows OS
* Linux (Ubuntu)
* Windows Office 2013,2010,2007

# Hobbies

* Reading Books & Tech magazine
* Listening Music
* Internet Surfing
* Playing Chess
* Gardening
* Watching Movies
* Cooking

# Personal DetailsKum

Date of Birth : 15-07-91

Sex : Male

Marital Status : Single

Nationality : Indian

Domiciled : Uttar Pradesh

Languages known : English, Hindi,

# Declaration

I hereby declare that the above information is true to my concern.

**Date: -** **Signature**

Ravi Kumar Dubey