**VED PRAKASH SHARMA**

**Mobile:+91-9910163056;E-mail:vedarizona@gmail.com**

**CAREER OBJECTIVE**

* Seek the Position of Procurement & Purchasing Manager in Material management/Manufacturing & Auto -steel Industry for making a significant contribution to the success of an Organization

**CAREER SUMMARY**

* **More than 8.0 Years Enriched Experience in Procurement,Purchase & Logistics management in Material management/Manufacturing & Auto -steel Industry.**
* **Expertise in Purchase(Direct & Indirect)&Purchasing of Plastic Commodities,Chemial Purchasing, Strong Negotiation skills, Store Management, Consumable Purchase, MRO Purchasing, Import Purchasing,Product Costing ,Supplier evaluation, Quality compliences,Vendor management& Transport Arrangements.**
* Expertise in Purchasing of Capital & Project Procurement & Plant MRO Spares (Machinery & spares).
* Skilled in strategic negotiation for cost saving to finalize the Purchasing order
* Skilled in Commercial negotiation for cost saving to reduce the landed cost

**ACADEMIC QUALIFICATION**

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| --- | --- | --- | --- |
| **Qualification** | **Y.O.P** | **Institute /University** | **Percentage (%)** |
| B.E(Mechanical) | 2009 | Dr. B.R.A. University, Agra | 76 |
| 12’th(P.C.M) | 2005 | U.P. Board, Allahabad | 72 |
| 10’th | 2003 | U.P. Board, Allahabad | 74 |

**WORKING EXPERIENCE**

**United Drilling Tools Limited ,Head Office,Noida (Dec’17 –Till Now)**

Designation: Purchase Officer

Key Responsibilities:

* Responsible for timely procurement of material by checking the material availability
* Responsible for Order management after negotiation & arrange the material as per requirement
* Having the ability of Negotiation for any type of Purchasing & Services to ensure best possible quality/cost ratio for long terms
* Responsible for timely material delivery after order processing
* Responsible for outward material after material checking before dispatch
* Have expertise in Vendor Assessment, Vendor Selection and Vendor Management, Vendor Development
* Responsible for Capex Purchasing (Heavy Machinery like Truck,Weiging Scale,Capacity-100 Ton, DG set 100 KVA ,Mill Motor-630 KW, Compressor,CNC Lathe Machine Etc)
* Purchasing of Plant MRO spares like Electrical spares for Repairing & Maintenance etc.
* Responsible for Inventory management on monthly basis to control material planning .
* Responsible for resolving the Quality & production department issues & fulfill their urgencies on time
* Purchasing of consumable like gases, , lubricants, hydraulic oil, gear oil, welding electrode etc.
* Purchasing of Plant Consumables & MRO spares like mechanical spares for repairing & Maintenance etc.)
* Responsible for Purchasing the Mechanical Drawing based components of Right Quality & effective cost .
* Responsible for maintaining Stock update for Stock & Non Stock Consumable item on daily basis
* Responsible for generate Monthly MIS Reports

**Tata Steel Processing & Distribution Ltd.Pantnagar (Nov’15 –Nov’17)**

**(Auto Sheet Metal Parts Manufacturer)**

Designation: Dy.Manager (Purchase)

Key Responsibilities:

* Have Expertise in timely placement & delivery of all Purchase Orders as per schedule.
* Responsible for outward material after material checking before dispatch
* Have expertise in Vendor Assessment, Vendor Selection and Vendor Management, Vendor Development
* Having the ability to keep good relationship with management, other department like stores,PPC, Production ,Quality etc
* Responsible for Capex Purchasing (Over Head Crane ,CNC Turning Machine ,DG SET ,etc)
* Purchasing of consumable like lubricants, hydraulic oil, gear oil,gases & welding electrodes etc.
* Purchasing of Plant MRO spares like mechanical spares for repairing & Maintenance etc.)
* Purchasing of Plant MRO spares like Electrical spares for Repairing & Maintenance etc.)
* Responsible for Stock update for Stock & Non Stock Consumable item on daily basis
* Having the ability of Negotiation for any type of Purchasing & Services to ensure best possible quality/cost ratio for long terms
* Have ability of Negotiation with suppliers for obtaining timely procurement of material at favorable commercial terms.
* Responsible to provide the material in timely as dispatched schedule provided by production dept.
* Responsible for Inventory Control & management to Maintain the stock of Stock & Critical Item
* Coordination with business department to ensure effective adoption & compliance to purchasing guidelines.
* Responsible for generate Monthly MIS Reports to send the Head Office, Calcutta

**Asian Colour Coated Ispat Ltd, Gurgaon Aug’09 – Nov’15**

**(Auto Sheet Metal Parts Manufacturer)**

Designation: Asst. Manager -Purchase

Job Responsibility Handled:

* Have Expertise in timely Order placement & delivery of all orders as per schedule
* Accountable for Procurement of Raw material(Steel ,Paint ,& Packaging material) as per plant requirement
* Responsible for Capex Purchasing like Boiler ,Compresser, DG set 50 kVA ,A.C ,Mill Motor-630 kw Etc)
* Purchasing of consumable like gases, , lubricants, hydraulic oil, gear oil, welding electrodes & chemicals like lime powder, HCL, antimony, caustic soda, chromic acid etc.
* Having the ability of strong Negotiation for any type of Purchasing & Services to ensure best possible quality/cost ratio for long terms
* Purchasing of High Value consumable like , paints, gases & lubricants, etc.
* Responsible for Finalizing the High Value Orders after Negotiations & discussing suitable commercial Terms & conditions.
* Have ability of Negotiation with suppliers for obtaining timely procurement of material at favorable commercial terms
* Responsible to provide the material in timely as dispatched schedule provided by production dept.
* Updating Consumable item daily stock report-Plant on daily basis.

**SKILLS**

* **Languages**  : SAP, ERP, ORION& MS office.
* **Managerial Skills** : Team Player, organizational leadership, enthusiastic self-starter

: Superior communication, interpersonal and negotiation skills.

**PERSONAL DETAILS**

Name : VedPrakash Sharma

Fathers Name : Mr Bhagwati Prasad Sharma

Date of Birth : 28’th Nov.’1989

Current Address : Hno.31,Yamaha Vihar,Sec-49,Barola,Noida

I hereby declare that the information given above is correct to the best of my knowledge.

VED PRAKASH SHARMA