



Ashutosh Upadhyay

General Manager – Purchase & Operations | Expertise in Strategic Sourcing, Supply Chain & Project Execution

9718997662

Ashulive.tv@gmail.com

Mahagun My woods, Noida, Uttar Pradesh, 201301

Skills

- Strategic Sourcing & Procurement
- Supply Chain Management
- Vendor Development & Negotiation
- Inventory & Logistics Management
- Cost Control & Budget Optimization
- Project Planning & Execution
- Material Requirement Planning (MRP)
- Import & Export Operations
- Cash Flow & Payment Planning
- Risk Management in Procurement
- Construction & Interior Project Procurement
- Enterprise resource planning ERP software
- Client Coordination & Requirement Analysis

Summary

Results-driven Purchase General Manager with 9 years of experience in procurement and operations management within ultra-luxury construction and high-end interior projects.

Proven expertise in strategic sourcing, vendor negotiation, cost optimization, and timely material delivery for large-scale developments.

Skilled in developing BOQs, managing international and domestic supply chains, and coordinating closely with design and execution teams to meet stringent quality and timeline expectations.

ensuring seamless execution from planning to handover.

Education

Nims University Jaipur, Nims University

B.tech + MBA

Jaipur, Rajasthan

Jul 2015

I hold a Bachelor's degree in Civil Engineering from NIMS University, Jaipur, followed by an MBA with a specialization in Supply Chain Management and Operations,

Experience

Imperial Holding Group

General Manager Purchase & Supply Chain

New Delhi, New Delhi

Apr 2025 - Present

Project Planning and Coordination

- Directed end-to-end procurement operations, including sourcing, vendor management, contract negotiation, and material delivery across multiple projects.
- Designed and implemented execution strategies for procurement and delivery schedules, aligning sourcing timelines with project milestones.
- Conducted tower-wise cost estimations and prepared detailed Bills of Quantities (BOQ) for accurate budgeting and cost control.
- Prepared cash flow forecasts for upcoming three-month periods and structured payment plans to support financial planning.
- Led weekly progress review meetings with the procurement and execution teams to ensure adherence to project timelines.
- Acted as the primary point of contact for clients regarding design alterations and in-house modifications, ensuring timely resolution and satisfaction.
- Reported directly to the Chairman with monthly execution updates, including cash flow analysis, expenditure tracking, and remaining budget forecasts.
- Estimated costs for interior, finishing, and furnishing works, ensuring accurate financial projections for high-end interior projects.
- Coordinated closely with project, finance, and execution teams to align purchasing strategies with construction schedules and cash flow planning.

- Implemented ERP systems and procurement automation tools to enhance workflow transparency, accuracy, and reporting capabilities.

Auramah Valley

Purchase Manager

Noida, Uttar Pradesh

Feb 2017 - Mar 2025

- Managed end-to-end procurement for civil, MEP, finishing, and interior works, ensuring timely availability of quality materials within budget.
- Identified, evaluated, and onboarded vendors and subcontractors for construction and interior-related materials, including furnishings, fixtures, and equipment (FF&E).
- Prepared detailed Bills of Quantities (BOQ) and project timeline schedules for interior works, ensuring accurate cost estimation and timely execution.
- Developed and maintained material procurement timeline aligned with project execution plans to avoid delays and stockouts.
- Took a leadership role in managing all interior projects from procurement to execution, ensuring alignment with design intent and client expectations.
- Negotiated directly with manufacturers and international suppliers to secure competitive project rates and high-quality materials.
- Collaborated closely with interior designers to develop itemized BOQs and cost estimates tailored to client requirements and design specifications.
- Prepared monthly procurement reports, cost comparisons, and material usage summaries for management review.
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News india 24x7

Ass Manager Facility.

Noida, Uttar Pradesh

Jun 2015 - Oct 2017

- managed day-to-day facility operations across studio floors, newsroom areas, control rooms, and office premises to ensure smooth functioning of broadcasting activities.
- Coordinated with technical, editorial, and administrative teams to maintain uninterrupted facility support during live transmissions and special events.
- Managed housekeeping, security, HVAC, electrical, and plumbing services, ensuring optimal working conditions 24/7 in a high-pressure media environment.
- Monitored AMC (Annual Maintenance Contracts), vendor performance, and service-level agreements for all critical infrastructure and utility systems.
- Supervised setup and maintenance of studio spaces, green rooms, and editorial zones for anchors, guests, and production teams.
- Handled procurement of facility-related supplies and coordinated with vendors for timely delivery of equipment and consumables.
- Played a key role during relocation, expansion, or revamping of studio and office spaces, coordinating civil, electrical, and interior work as needed.