

**Sanjeev Kumar Pachauri**

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*Scaling new heights of success and leaving a mark of excellence in assignments which involve analytical capabilities & professional growth inProcurement ;preferably in****Vendor Development;*** *preferably in* ***Constructions***

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| **Core Competencies****Material Resource Planning****Procurement****Vendor Management****Stock Verification****Purchase Management****Contract Agreements****OEM Suppliers****Procurement Operating Plan** |  | **Profile Summary*** Over 22 **years** of experience in**Procurement (Road & Building Construction)**
* Expertise in reviewing technical specifications, bill of quantity, drawings provided by project; checked and discussed with Project Managers / Production Engineers to determine /search suitable manufacturers / suppliers
* Skilled in representing procurement team in meetings with project engineers and suppliers to finalize the technical and commercial aspects of the order
* Proficient in issuing Purchase Orders (POs) in accordance with the selected vendors, price & technical specifications
* Proficient in developing alternate vendor base to achieve cost reduction, increase revenues, streamline process workflow and to create a team work environment to enhance productivity innovatively for in-house and vendors
* Excellent relationship management & interpersonal skills with strong problem solving & organizational skills
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**Organisational Experience**

**Key Result Areas:**

* Preparing & issuing Purchase Orders (PO) in accordance with the selected vendors, price & technical specifications
* Developing alternate vendor base to achieve cost reduction, increase revenues, streamline process workflow and to create a team work environment to enhance productivity innovatively for in-house and vendor’s parts
* Managing the overall operations and enhancing the operational efficiency by eliminating obsolescence and achieving cost reduction through vendor development, curbing rework & rejection, materials management and inventory control
* Involving in the purchasing function for the procurement for series supplies and new product development & supplier quality assurance
* Organising review meetings with suppliers to improve on delivering quality and entire supply chain
* Purchased commodities, including Spares like Steel , Cement , machine parts, sub-contracts and capital equipment
* **Present Profile**

**Patel Infrastructure Ltd. , Vadodara (Gujrat) : As Deputy Manager(Purchase) March, 2020 To till Date**

**Previous Experience**

**D.P. JAIN & Co. Infrastructure Pvt. Ltd. : MANAGER (Purchase) Dec. 2019 TO March 2020**

**Nagpur (Maharashtra) : NH- 353 D**

**Patel Infrastructure Ltd. , Vadodara (Gujrat) : as Senior Executive 1 June2015- Nov. 2019**

**DLF LTD. , Gurgaon, Haryana as Purchase Officer (HO Procurement) 13 Feb’2007 – May’2015**

**Godphrey Phillips India Ltd.,Delhias Sales Promoter Dec’ 2004 - Jan’ 2007**

**Basundhara Group of Construction,Agra** Officer (Procurement) Aug’02 – Nov’04

**Basundhara Construction : Agra Aug. 2002 – Nov. 2004**

**Certifications**

* IBM Certified JAVA, E-Business in 2001
* Oracle Certificate in 2001
* Diploma in Systems & Management in 1997

**IT Skills**

* MS Office
* JAVA
* Oracle

**Academic details**

* **B.Ed**. from Agra University in 1994
* **B.Sc.** from Agra University in 1989
* **12th**from Saraswati Inter College, Hatras in 1987
* **10th**from DRB Inter College, Hatras in 1985

**Salary**

**Current Salary**: 8.44 Lac p.a. ( Take Home)

 + Accomodation +Fooding+Laundry facility ( Approx 2.4 Lac p.a.)

Accepted Salary : (Negotiable)

**Personal Details**

**Date of Birth: :2nd October 1971**

**Father’s Name :Shri Parmeshwari Prakash Pachauri**

**Marital Status :Married**

**Spouse :Shalini (Lecturer in Girls Degree College)**

**Living Status at work :Single (Ready to move at any place in India)**

**Languages Known: :English and Hind**

**Address: :Navipur Kalan, Near Adarsh Inter College, Hathras204101. Uttar Pradesh**

 **Thanking You,**

 **Sanjeev Kumar Pachauri**