



Anurag Kumar

Executive

Dedicated purchasing professional for more than 6+ years specializing in logistics coordination, vendor relations, and inventory management. Organized and proactive with remarkable project management, detail-oriented with strong communication, planning abilities, motivated, Responsible and self-directed.

Experience

07 Aug 2024 – Till Date

Maple Highways(NCR Eastern Peripheral Expressway Pvt Ltd) | Executive
Six lane expressway of NCR Eastern Expressway starting from Kundli Ch-0.00 to Palwal 135.00 in state of Haryana & Uttar Pradesh on TOT Mode

- Handled all Domestic and Civil Material purchasing work. (Electrical, Hardware, Manpower & Machineries Hiring, Steel, Aggregate).

27 Feb 2023 – 03 Aug 2024

Adani Renewable (Adani Green Energy Limited) | Assistant Manager
15 GW RE Park, Bhuj

Handled all Domestic and Civil Material purchasing work. (Electrical, Hardware, Manpower & Machineries Hiring, Steel, Aggregate)

- Processing the purchase orders by liaisoning, actively negotiating & e-auction with vendors through ARIBA Portal.
- Preparing NFA(Note For approval).
- Create and manage the Purchase Orders (PO) using the SAP.
- To develop Vendor on credit basis for the company.
- To co-ordinate with the store department to complete P2P Process.
- To co-ordinate with accounts dept. for payment of vendors.
- To co-ordinate with Our Senior at Head office.
- To Maintain records of Purchase Orders & PCCs.
- Ensure specification of material with end-user for best price and specialized supplier to save time.

Nov 2020 – Feb 2023

G R Infraprojects Limited | Engineer – Procurement

- Six lane of Amritsar-Bathinda Greenfield Section of - Package 1 (Carriageway starting from Tiba to Moga Section of length 39 km.) section of Amritsar-Jamnagar Economic Corridor in the state of Punjab on HAM MODE.
- Eight lane of Vadodara Mumbai Expressway Phase-2, Package 13 (Carriageway starting from Shirsad to Masvan Section of length 24.12 km.) section of Delhi – Mumbai Expressway in the state of Maharashtra on HAM MODE.
- Eight lane of Delhi – Vadodara Greenfield Alignment (NH-148N) - Package 12 (Carriageway starting near Major Bridge on Mej River to Junction to with SH-37A of length 28.14 km.) section of NH-148N in the state of Rajasthan on EPC MODE.

Sep 2019 to March 2020

Patel Infrastructure Limited | Executive – Procurement

Eight lane of Vadodara Kim Expressway from km 292.00 to km 323.00 (Manubar to Sanpa section of Vadodara Mumbai Expressway) in the state of Gujarat under NHDP PHASE - VI ON HYBRID ANNUITY MODE (PHASE IA-PACKAGE III)

Dec 2017 to July 2019

G R Infraprojects Limited | Jr Executive – Procurement

- 6-laning of Handia -Varanasi section of NH-2 from km 713.146 to km 785.544 in the State of Uttar Pradesh under NHDP Phase-V on Hybrid Annuity Mode
- Four laning of Sangli – Solapur (Package – III: Watambare to Mangalwedha of length 45.600 km.) section of NH-166 in the state of Maharashtra on Hybrid Annuity Mode.

Contact

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SAS Nagar (Punjab)

Education

2017
B.Tech Civil
Punjab Technical University

Expertise

- Logistics Coordination
- Professional communication
- Skills
- ARIBASourcing
- MSExcel
- Team Leadership

Language

Hindi
English