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| **ARUL MURUGAN.S**  Mobile: 9962557625  E-mail: srikfarul@gmail.com |  | |
| **CAREER OBJECTIVE** | | |

* A dynamic Procurement Professional with around 7 years of experience across all functions in SCM
* Meticulous and Deft in handling Procurement functions encompassing **Engineering, Negotiation, Procurement, Supplier Identification and Evaluation**
* Hands-on- experience in SAP B1 & SAP R3

**STRENGHTS:**

* Engineering
* Material Procurement/Purchase
* Vendor Evaluation/Development
* Effective Communication and Inter-Personal Skills
* Cost Saving Initiatives/Negotiation
* SAP B1 & SAP R3 Knowledge.

**EXPERIENCE DETAILS:**

(I) COMPANY:BHARAT ELECTRONICS Ltd.,

A GOVERNMENT OF INDIA ENTERPRISE

UNDER THE MINISTRY OF DEFENCE,

NANDAMBAKAM,

CHENNAI-600089

DESIGNATION : Rate Contract/GOIT

DEPARTMENT : MATERIAL MANAGEMENT

(PURCHASE - PROCUREMENT)

DURATION : 01.10.2013 to 30.01.2016

During my working period, I was trained in **Material Management** activities like

* Accessing **SAP- Material Management (MM)** Module in following areas.
  + Ability to understand purchasing and procurement methods & procedures.
  + Identifying suppliers for Approved products as per Manufacturer (**MPN)** List.
  + Review requisitions and identify source of supply.
  + Select contract / supplier to fill requisition in accordance with approved purchasing strategies.
  + Preparing price comparison statement and Purchase Orders.
  + Manage transactional interaction with suppliers, work with buyer group and supplier to resolve supplier claims, invoice discrepancies, damaged/return goods & ship date issues.
  + Maintain the vendor master records/update/new vendor setup.
  + Preparation of Purchase proposal for Management Approval for Purchase Orders.
* Maintaining product / Item-wise approved Vendor List.
* Working Experience in Online Procurement through **SRM** (**Supplier Relationship Management** through the Web Portal established by **BEL**).
* Preparation of Purchase related documents and Proposal through **FLM (File Life Cycle Management)**

(II) COMPANY:BASE AUTOMATION TECHNOLOGIES Pvt. Ltd.,

KOTTIVAKKAM,

CHENNAI-600096

PRESENT DESIGNATION : SENIOR EXECUTIVE

DEPARTMENT : SUPPLY CHAIN MANAGEMENT

DURATION : 01.02.2016 to TILL DATE

During my working period, I was looking in **SCM** activities like

* + Releasing RFQ & Purchase Orders in SAP
  + Manage transactional interaction with suppliers, work with buyer group and supplier to resolve supplier claims, invoice discrepancies, damaged/return goods & ship date issues.
  + Monitor status of open purchase orders to ensure on-time delivery of all materials including timely resolution, communication & mitigation of future potential problems
  + Price Comparison & Negotiation with Vendor for cost Management/Saving from Budget allocated for Project. Project/product wise Cost Control Monitoring
  + Co-ordinate material flows throughout project execution/BoM Changes
  + Maintaining product / Item-wise approved Vendor List as per ISO
  + Preparing & Maintaining ISO Documents like Approved Supplier List, Re-Evaluation of Vendor for Performance in Delivery/Quality/Cost
  + Setup & maintain material master system planning parameters (MoQ, Lead Time & Safety Stocks)
  + Collaborate with internal customers & provide a high level of customer service, including recommending solutions, Alternate supply options & resources
  + Providing backup support for supply chain functions including shipping, receiving, material handling & other activities
  + Import/Export Documents preparation for customs clearance activities

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| **EDUCATIONAL QUALIFICATION** |

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| **COURSES** | **INSTITUTION** | **AGGREGATE** | **DURATION OF STUDY/ YEAR OF PASSING** |
| B.E – Mechanical Engineering | Prince Shri Venkateshwara Padmavathy Engineering College, Ponmar. | 6.78 CGPA | May-2013 |
| Diploma – Mechanical Engineering | Meenakshi Krishnan Polytechnic College, Pammal. | 70.42% | April-09 |
| S.S.L.C | Govt. Boys Hr. Sec. School, Chromepet | 68 % | March-06 |

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| **PERSONAL PROFILE** |

**Father’s name :** M. Sundararasu

**Mother’s name :** S. Santhi

**Date of birth**  **:** 18.06.1991

**Marital Status** **:** Married

**Passport No. :** S7433978

**Languages**  **:** Tamil, English, Hindi

**Address for**

**Communication :** Plot No:3, Suhaas Enclave

Sri Sai Nagar 2nd Main Road,

West Tambaram,

Chennai - 600045

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| **DECLARATION** |

  I affirm that the above-furnished details are true to the best of my knowledge and belief.

**Date: 13.02.21**

**Place:**  **Chennai**

Yours Sincerely,

ARUL MURUGAN.S