

Resume

Aditya chauhan

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H. No 359, Nirwana Palm city Kohara ludhiana

My Career Objective:

To use the already learned knowledge to the best of my ability and contribute to the prosperity and growth of the company. Continuous learning new technologies and implementing these to enable to organization to achieve its target.

Key Expertise :-

- I Supplier Selection
- I Sourcing / Procurement
- I Negotiation Skills
- I New Product Development

TOTAL WORK EXPERIENCE 23 YEARS IN PURCHASE & PROCUREMENT

Presently working

AS **Manager Purchase**
since 05 January 2024 to still
At ARJAS MODERN STEEL PVT LTD.
MANDI GOBINDGARH

Arjas's steel plant is situated at Tadipatri, Andhra Pradesh, and has an installed capacity of 300,000 tons of special steel products per year. Arjas Steel, formerly Gerdau Steel & Now announced a ₹610 crore capex to increase its annual production capacity to 5.5 lakh ton, adding over 37.5 per cent to its existing capacity across its Andhra and Punjab plants.

Responsibilities:

- Development, organization and regulation of the systems and practices within the Procurement process
- Development of relationships with suppliers in order to ensure compliance with ethical guidelines as well as internal operating guidelines of the company
- Planning of requirements for services, materials and equipment with internal customers
- Investigate alternative sources to expand the portfolio of certified suppliers / vendors
- Facilitate and evaluate the work and process of procurement area and motivate employees thereof

- Responsible for Performance of Procurement department
- Responsible for supplier selection, evaluation, re-evaluation and their development
- Responsible for monitoring the performance of subordinates.
- Responsible for necessary training to the sub-ordinates as and when required
- Responsible for coordination with all interfacing departments

- Responsible for negotiation with the supplier and to finalize the supplier for contracts, spares & services
- Responsible to ensure compliance of applicable statutory and regulatory requirements

Authorities:

- Authorized to sign purchase order and work order as per the limits given in Procurement Policy Guidelines
- Authorized to review the performance of subordinates.
- Authorized to delegate his authorities to others, during his absence or due to functional requirements Developing and implementing purchasing strategies.
- Collection of minimum 3 quotations and their analysis
- Finalization of purchase order after collecting information related to project
- Placement of purchase order with qualified suppliers only after getting approved rate

Manager Purchase

from 19 SEP 2022 to 05 JANUARY,2024.

At HAPPY FORGINGS LTD. LUDHIANA

Happy Forgings Limited has established itself as one of the most prominent and reliable players in the auto component business since 1979. In 1979, a well-named industrialist Mr. Paritosh Kumar Garg (Managing Director) promoted this company as a Private Limited Company and in 1988 it was converted into a Public Limited Company. The company had 40+ years of experience in catering to the automotive, tractor, railway, earth moving and pipe fitting industries.

Responsibilities:

- Developing and implementing purchasing strategies.
- Collection of minimum 3 quotations and their analysis
- Finalization of purchase order after collecting information related to project
- Placement of purchase order with qualified suppliers only after getting approved rate
- Coordinating with inventory control to determine and manage inventory needs.
- Managing the maintenance of office/manufacturing equipment and machinery.
- Ensuring that all procured items meet the required quality standards and specifications.
- Assign jobs to purchaser men to purchase locally or from outstation
- Monitoring daily shortage report
- Coordination with accounts department for releasing due payment of the suppliers

PURCHASE MANAGER

FROM MAY 2008 TO SEP 2022

At **UPPER INDIA STEEL MFG. & ENGG.CO. LTD., Ludhiana**

M/S UPPER INDIA STEEL MFG. & ENGG.CO. LTD. is Steel Plant it is a vision to pioneer a collective human effort with one goal in mind "to be the best". It was in 1965 when the Late Inder Mohan Singh Grewal, A man with a clear vision, desire for perfection and dynamic result oriented leadership founded a team of entrepreneurs having the technical knowledge of esteemed institutions and expertise to pioneer production of special & alloy steels. Since the first batch of ingots rolled out, on 13th April, 1965, there has been no looking back. Technical development being of prime concern has helped UIS to become a premier supplier of alloy steel products.

Responsibilities:

- . To procure Engineering items, Consumables, plant & machinery items. Supply chain Management, purchase activities of local material like raw material, store items, fabrication & machining works, chemicals etc.
- . Identify new vendors as well as manage the existing vendors.
- . Review inventory levels and production schedules for product availability.
- . Keeping a constant check with the vendors to ensure the quality of materials.
- . Ensure purchase of materials at right price, right place and right time.
- . Negotiating contracts with suppliers.
- . Prepare purchase requisition, approve and issue purchase orders.
- . Post Procurement activities like three way matching, invoice approval for payment.
- . Logistics related activities
- . Establish the process for the new Development orders in coordination with production.
- . To inform, about the difficulties or the various awkward positions expected to crop up later, to the management beforehand.
- . Involves cost estimation budget, work measurement time, subcontracting, capacity, planning and demand forecasting etc.
- . Inventory Management.

As Assistant Manager Purchase

From Sep,2004 to May,2008

At **BAWA INDS. PVT LTD., PHAGWARA**

Bawa Industries Pvt. Ltd Is Exporters of hand tool tractor part, cycle part & Generator engines

Responsibilities & Duties

- I Timely Procurement of Materials (Hand tool) from vendor.
- I Source finalization and Request for Quotations.
- I Price settlements and negotiations.
- I Vendor Development.
- I Development of Defect free parts from Vendors.

As **Purchase Engineer**
from Feb. 2002 TO 31 Aug. 2004.
At **HAMILTON INDS. PVT. LTD.**

M/S HAMILTON INDS. PVT. LTD. (AMBERNATH) Based at Ludhiana an ISO 9002 certify company having certified by TUV Quality Systems Company is largest manufacturer & exporter of bicycles

Responsibilities & Duties

- Execution of purchase order & follow up.
- Development of new component.
- Quality inspection of material at vendor site implementation of quality systems.

As **Quality Control Engineer**
In M/c Shop from January 2001- February 2002
At **JVR FORGING LTD. (LUDHIANA)**

M/s JVR FORGING LTD. (EASTMAN IMPEX GROUP) an ISO 9002 company by underwriter laborites (u.s.a). Company is manufacturing precision closed die forging for Eicher, HMT, Railways, Telco, Defense etc.

Responsibilities & Duties

- Controlling the process parameters & implementing the new ideas.
- Components layout for details dimensions checking final inspection of components.
- Calibration of Gauges and Instruments.
- Reducing Rejection & Lodging complaints by implementing the new ideas systems & Instruments.

Qualification **Diploma in Mechanical Engineer (1997-2000)**

Computer Technologies:

- I Basic Computer Knowledge
- I Operating Systems: Win 95/98/XP/ 7
- I MS Office, Excel
- I SAP
- I Internet

Strength:

- I Sincere
- I Hard working.
- I Dedicated towards work assigned.
- I Team-spirit

Inter Personal Skill:

l Comprehensive problem solving abilities, good verbal and written communication skills, good team player and hard worker, good learner and willingness to learn.

Name : Aditya Chauhan

Sex : Male

*Father : Mr. Prem Chand
Chauhan*

Date of Birth : 13.04.1979

Nationality : Indian

Marital status : Married

Declaration:

I hereby declare that the information furnished above is true and correct to the best of Myknowledge.

Aditya Chauhan