**LORA**

**Mobile: 971504753686 / +919979971283 ~ E-Mail:** **lora.377306@2freemail.com**

**~ Seeking career enriching opportunities in~**

**Supply Chain Management, Procurement and Operations**

**SYNOPSIS**

* Supply Chain Management professional with +7 years of experience in **Procurement and Global Sourcing.**
* Distinction of effectively steering Procurement Operations with accomplishments spanning reduction in material costs; **Enhancing vendor performance;** sorting out critical problem areas and delivering on set commitments.
* Excellent interpersonal, communication and organizational skills with abilities in leading motivated teams towards achieving organizational goals.
* Sound knowledge of supply chain processes in Water, Chemical, CPG, Insurance and Waste Water industries.
* Coordinated with various marketing, production and engineering teams for new launches and changes required in projects.

**CORE COMPETENCIES**

* Commercial Negotiations
* Expertise in resolving critical and complex system bottlenecks by providing effective solutions.
* Planning, managing and providing an integrated solution for developing/ sustaining the existing network & effectively managing the supply chain, ensuring timely and cost effective deliverables.
* Strict follower of Supply Chain principle 4R’s (Right Material, Right Time, Right Cost and Right Quality).
* Experienced with implementing systems of inventory management avoiding over-stocking or wastage.
* Expertise on using **SAP MM**, **ARIBA**, **MS Office** Applications (MS Excel, MS Word, MS PowerPoint etc)

 **ORGANIZATIONAL SCAN**

**WNS Global Services – Bangalore (JUL’17- JAN’18)**

**Assistant Manager - Procurement**

* Work as a Consultant with On-Shore (Category Managers, Buyers, Consultants, Analysts, CPO) for timely reporting of the Management Information Reports on a monthly/ quarterly/ annual basis by preparing interactive dashboards, opportunity analyses.
* Initiating, analysing and executing assessment reports for categories where significant process improvement and cost reduction are achievable.
* Executing add on projects to provide insightful spend analysis information for the CMs to take appropriate actions for cost reductions and category strategy formulation.
* Prepared a taxonomy structure, otherwise not available, for automation of MI reports.
* Prepared Process documentation for all the on going MI reporting and monitor them.
* Preparing Vendor-Contract Compliance Analysis, Payment Digressions, Spend analysis, Supplier Performance Monitoring Scorecards to provide insights to the category managers for meetings with the suppliers.

**Reliance Industries Limited – Mumbai (MAR’17 – JUL’17)**

**Deputy Manager – Procurement**

* Monitoring the procurement operations PAN India for the Scrap vertical of Reliance Industries Ltd
* Analysing the current situation at various locations PAN India and creating RFX for disposal of the Scrap after supplier negotiations.
* Analysing the past purchase/ sale trend and prepare rate contracts for repetitive materials
* Handing complex bottleneck projects and completing them in time to gain more value.

**Ziqitza Health Care Limited – MUMBAI (OCT’15 – MAR’17)**

**Assistant Manager – Procurement**

* Handling a Team of 3 members for procurement operations PAN India.
* Setting up the weekly, monthly, quarterly procurement plan and MIS reporting for top management.
* Procurement of Vehicles, Medicines and medical instruments from incumbent/ new sources to inculcate cost savings. Resolve complex process and system issues.
* Planning and budgeting of purchase functions, involving cost estimation, contract negotiations.
* Implementing systems to avoid situations like over-stocking or out-of-stock which cause production and financial losses.
* Timely clearance of payments & handling vendor inquiries.

**GEP (Global e-Procure) – Mumbai (JAN’15 – OCT’15)**

**Process Associate (Procurement Operations)**

1. Handling a Team of 4 for OST (Order Support Team)
2. Resolve problems like missing Advance Shipping Note (ASN)
3. Missing Purchase Order Acknowledgment (POA)
4. Not meeting the delivery of the material on time as per order.
5. Converting PR to PO by finding the right supplier, comparing the price and checking the past history of the supplies in **SAP.**
6. Working on past due delivery reports & POA report.
7. Follow up of delivery of material.
8. Continuously monitoring, evaluating and improving supplier performance.
9. Running MRBR (Material Receipt & Bill Receipts) report in SAP MM module and solving issues from the report.
10. POC for escalations from vendors, requestor and the end user.

Indirect procurement of mechanical, Spares Parts, Contracts for lab repairs (Service orders).

* **Client Appreciation** for the maintaining TAT and resolving the issues in-time.

**PENNAR ENVIRO LIMITED – HYDERABAD (JUN’13-SEP14)**

**Executive – Supply Chain**

**Key Deliverables:**

* **Negotiation**
* **Coordination**
* **Vendor Development**
* **Material Management**
* Monitoring data management to keep accurate product, contract, pricing and invoicing information.
* Working closely with suppliers and customers to improve operations and induce contracts to reduce overall costs.
* MI Reporting to key procurement personnel in supply, logistics & distribution.
* Procuring RFQs from transportation vendors to optimize the overall ordering costs

**ALL-FLOW PUMPS & ENGINEERS – HYDERABAD (JUN’11 – MAY’13)**

**Project Engineer**

**Key Deliverables:**

* **Tendering**
* **Negotiation**
* **Coordination**
* **IT-Admin Purchase**
* **Material Management**
* **Facility Management**

**Work Objectives & Vendor Management**

* Developing new vendors after scrutinizing their profiles and then giving a go ahead to the technical team.
* Active involvement in **commercial negotiation** with efforts to reduce vendor’s pricing by at least **10-15%.**
* Effectively **resolving issues related to Tax, makes/model** & ordering in order to avoid delay of the project.
* Involved in Various **Purchasing** of “**Goods & Services**”, “IT-admin Purchase & Machinery related” like Pumps, Flow meters & Water meter.
* **Negotiating** on an effective **SLA with the vendor**, to enhance quality/time delivery of the products/services.
* Initiating and maintaining relationships with prominent brands
* Negotiations over company’s terms and condition and finding the workable solution

**ACADEMIC**

2011 **B.Tech. (Mechanical Engineering)** from JNTU HYDERABAD, A.P, INDIA.

2007 **XII** from Vignan Vidyalam junior College, AP Board.

2005 **X** from B.V.B.P.S, C.B.S.E.

**PERSONAL DOSSIER**

Date of Birth : 6th JANUARY 1990

Gender : Female

Languages Known : English, Hindi & Telugu