**VYSAKH**

**PROCUREMENT SPECIALIST / ENGINEER**

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**Professional Summary**

Dedicated Engineering professional with 8+ years of experience determining technical procurement requirements implementing process and programs and performing evaluations to ensure compliance with technical specifications and code requirements. Strong analytical skills with a working knowledge of Inventory Purchasing and Accounts Payable modules. Have a superb record of employer satisfaction and strong project management. Looking to secure a rewarding assignment in an organization where I can utilize my skills to at most.

**Work History**

**Procurement Specialist at Al Tawfiq Oil Field Eqpts & Svs LLC,**

**Ras Al Khaimah, UAE.**

**November 2009 to September 2017**

**Responsibilities**

* Analyzing the purchase requirements.
* Identifying & recommending suppliers.
* Negotiate with suppliers on lead-time, cost and quality so as to obtain the maximum benefit for the company.
* Examine and test existing contracts.
* Coordinating with suppliers by raising enquiries, purchase orders and receipt of materials.
* Inspecting quality of materials at time of delivery.
* Define and maintain documented category and supplier strategies using market and competitive data.
* Expect unfavorable events through analysis of data and prepare control strategies
* Perform risk management for supply contracts and agreements



**Achievements**

* Always finished within budget
* Increased supplier base by over 50%
* Successfully renegotiated existing contracts for better savings.
* Initiated VMI program for precision components and reduce inventory by 30%
* Developed International OEMs for company.
* Implement controls that centralized purchasing to improve cost savings.

**Key Skills**

* Solid technical background
* Negotiation Skills
* Relationship Management
* Team work & Communication
* Problem solving skills
* Resilience & Tenacity
* Independence
* Integrity & Positive attitude
* Ability to prioritize
* Time Management
* Maintains quality service by establishing and enforcing organization standards
* Create monthly performance reviews and reports focusing on overall sourcing requirements.
* Ensure commercial, legal and contractual compliances in all the procurement transactions.

**Design & Planning Engineer at CADD Centre, Kerala, INDIA.**

**August 2008 to October 2009**

**Responsibilities**

* Design - turning research ideas into technical plans using CAD/CAE software
* Testing - collecting and analyzing data from tests on prototypes
* Modifying designs and re-testing
* Research - using mathematical modeling to work out whether new developments and innovations would work and be cost effective
* Plan installation work to meet project requirements
* Use planning software to prepare a project schedule detailing tasks, key milestones and staffing plans
* Check the progress of the job and ensure that the schedule is being followed

**Education**

Advanced Diploma in CAD & Project Planning CADD CENTRE

BS Mechanical Engineering WESTCOST UNIVERSITY

MBA-Supply Chain (Ongoing Course) VENKATESHWARA OPEN UNIVERSITY

**Personal Details**

Date of birth : 12th February, 1987.

Sex : Male

Citizenship : Indian.

Place of birth : Kerala.

Expiry & Place of Issue : 03-10-2027 & Trivandrum.

Languages known : English, Hindi, Malayalam, Tamil.

Marital status : Single.

Driving License : UAE & INDIA

**Technical Qualifications**

**Operating Systems known**

* DOS
* WINDOWS
* MACOS
* LINUX

**Application Softwares**

* MS Office
* AutoCAD
* Pro-E
* Catia
* Primavera

**Programming Languages**

* C
* C++
* Java
* HTML
* DHTML