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| **ramesh-394821@2freemail.com****Ramesh** **SENIOR PROFESSIONAL: PURCHASE** / **PROCUREMENT /OPERATIONS**Achievement oriented professional with excellent people management skills and capabilities in managing change with ease Industry Preference: Beverage/Food/FMCG/Plastic~ Location Preference: UAEramesh photo |
| * Key Skills
 | * Profile Summary
* Competent professional with **nearly 26 years** of experience in **Purchase/ Procurement/Operations**
* Currently working as **Operations Manager in Dubai ( Part of Advance Baking Concept Co, DIP, Dubai a leading Frozen Food Products Industries )**

 \* *Handling Overall Procurements & Logistic and Operations*  *of Bakery Outlets. Reporting to Business Directors.** Worked as **Operations/Factory Manager in Dubai (Part of Express Group of Cos, Dubai, UAE)**

 ***\**** *Handled Overall Operations of Water Bottling Plant* *(Production, Procurement and Sales & Marketing )** Worked as **Asst. Manager- Purchase in UAE (Leading and 1st Mineral Water Bottling Company in U.A.E (Part of Al Ghurair Group of Cos, Dubai, UAE)**
* Proficiency in managing implementation of key purchase / alternate sourcing strategies for Mineral Water / Juice / Facial Tissue Paper / PET Preform & Cap production Food, Plastic and FMCG products
* Resourceful in managing relationships with vendors, customers, transporters, shipping lines & freight forwarders, from placement of order till delivery of shipment, rate negotiations as to ensure achievement of service and quality norms for smooth flow of operations & supply of required items
* Acknowledged for implementing key strategies and identifying low cost sourcing by identifying economic options/vendors
* Successfully managed centralized procurement in coordination with Production/ Logistic/ Maintenance/ QC Lab/ Plastic Division/ Marketing/ Admin & HR/ Sales/ Export divisions
* Excellence in negotiating and contracting with suppliers and vendors, and managing inventory, material, procurement, import and logistics functions
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| Purchase / Procurement Negotiations Techno-commercial Operations Quality Assurance Inventory Control Material Management Cost Planning & Management Vendor Management Team Building & Leadership |
| * Timeline
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| 24 Years2 Years1991-1993**Francis Kanoi Marketing Planning** 1993 - 2016 May- **Water Company in Dubai**2016 - 2018 May **- in Dubai**2018 June till date **– in Dubai****MA (Public Administration****BBA (Marketing)**edu24x24icons Education * **MA (Public Administration)** from Madurai Kamaraj University, Tamilnadu India
* **BBA (Marketing)**
* **Post Graduate Diploma in Software Technology**
* **Diploma in Computerized Office Management System.**

softskills24x24icons Soft Skills Change Agent PlannerMotivatorCommunicatorCollaborator |
| * Work Experience

**Since June 2018 Till****From Sept 2016 To June 2018****From Jun 1993 to April 2016** | **As Operations Manager ( Procurement & Logistics and Handling**  **entire Operations of 14 Nos of Outlets )** **inDubai** **( Part of Advance Baking Concept ( ABC)*** ABC Baking is the first frozen bread and pastry manufacturer of its kind in the GCC located in the vibrant city of Dubai. Specializing in providing a dependable and cost efficient high quality bakery and pastry solutions to the food industry, ABC is fast becoming the preferred bakery and pastry products provider in the MENA region and beyond.

**Key Result Areas:*** Implemented centralized Production Facility.
* Facilitating overall local purchase of items for factory/Outlets production (such as raw material & packaging, Ingredients, Frozen & Dry Food items, Bakery & Pastry item, beverages/Soft drinks, Spare Parts, Accessories for the machine and general MEP & Civil works ).
* Implementation control procedure to ensure proper ordering of Raw Material, recording of usage/waste, adherence to standard recipes.
* Ensures monthly stock takes of raw material, packaging, variances are analyzed and reported and its corrective actions.
* Ensures good receiving procedures are strictly adhered to.
* Complies revenue reports showing when controls are effective or highlighting discrepancies and recommend appropriate corrective action.
* Performs any Operation/Administrative task as delegated by the Business Director.
* Performs outlet spot checks to check on hygiene, grooming, attendance, and report the same the Business Director.
* Serves as a link between Management and employees by handling questions, interpreting and administering contracts and helps resolve work-related problems.
* Reviews the workflow of the outlet and ensure maximum efficiency in terms of manning, space utilization, product display and raw material usage.
* Overall operations of 11 outlets operations.

**As Operations / Factory Manager****In Dubai** **(Part of Express Groups of Cos, Dubai, UAE )****Key Result Areas:*** As Operations / Factory Manager ( Handled Overall Water Bottling Plant , Procurement and Sales & Marketing Operations )
* Plan and Handled of entire Procurement of Raw & Packing Materials, Minerals, spares and machineries etc
* Plan, organize, direct and run optimum day-to-day operations to exceed customer's
* expectations.
* Increase productions, assets capacity and flexibility while minimizing unnecessary
* costs and maintaining current quality standards
* Responsible for production outputs, product quality and on-time shipping
* Allocate resources effectively and fully utilize assets to produce optimal results.
* Implement strategies in alignment with strategic initiatives and provide a clear sense of direction and focus.
* Monitoring operations and trigger corrective actions
* Control in waste, material usages and overtime etc.
* New products implementation ( introduced PET single service bottles and Facial Tissue paper)

**As Asst. Manager - Purchase** **Water Company in Dubai, U.A.E.** http://www.masafi.com/www/wp-content/themes/masafi.mob/img/logo/masafi_new.png**One of the leading and 1st Water Bottling Plant in UAE****Growth Path:**Mar’10 till April 17 : **Asst. Manager – Purchase**Sep’04 – Mar’10 : **Purchase Executive** Jun’93 – Aug’04 : **Administrator & Purchase In-charge** |
| Achievements* Asia Bottled Water Association (ABWA) Representative for UAE Chapter

Handling US$ 7 million / Annual purchaseCertificate of AppreciationAchievement Certificate for Outstanding Performance**From Jul 1991 To May 1993**Z:\Approved_ResDev_Repository\Formats\Visual Resume Formats 2015-16\Icons\Professional-Affiliation24x24icons.pngTrainingsawards24x24iconsCertificationsawards24x24iconsProfessional AffiliationZ:\Approved_ResDev_Repository\Formats\Visual Resume Formats 2015-16\Icons\awards24x24icons.pngOnsite AssignmentZ:\Approved_ResDev_Repository\Formats\Visual Resume Formats 2015-16\Icons\workshop24x24icons.png IT Skills  | **Key Result Areas:*** Facilitating overall import and local purchase of items for factory production (such as raw material & packaging and juice concentrates for Water, Juice & Facial Tissue factories (major items like Carton, Labels, PET Resin, HDPE, Cap, PET Preform, Closures Juice Concentrates, Flavors, Sugar, Plastic Film, Facial Tissue Paper Rolls, Packaging Materials & other Plastic Materials), and Spare Parts, Accessories for the machine and general MEP & Civil works
* Coordinating for purchase process for machinery & utilities for production lines, such as Filling & Packing Lines, Preform/Cap Injection & Blow Molding Machines, Chillers, High/Low Pressure Compressors, Cooling Tower, ETP & WWTP Plants for Water, Juice & Tissue Paper and other Capex related items
* Preparing Purchase Requisitions & Orders through Oracle 11i ERP system
* Formulating and implementing:
* International & Domestic procurement strategies / contingency plans for products & ensuring that plans are aligned with project requirements
* Monthly strategies for purchase of materials as per orders and considering lead time requirements
* Interfacing with stores and monitoring inventory of raw materials & spare parts
* Supervising the generation and finalization of purchase orders for the various materials required for production & Marketing and other key depts.
* Tracking supplier performance, vendor rating, ensuring settlement of creditors’ accounts & cost reduction in direct & indirect materials
* Implementing systems for meeting ISO 9001 & EMS 18000. HACCP Standards for maintaining the relevant documents
* Achieving cost savings by ensuring optimum inventory levels, managing project operations and preparing reports
* Monitoring optimum inventory & stock and supervising disposal of scrap to achieve cost savings
* Spearheading cost reduction initiatives consolidating tasks, eliminating non-value-added processes & complete re-engineering of processes and systems
* Using ARIBA e-Software Solution System & I-promise ( in-house developed) for sourcing & procurement
* Adhering to the quality standards & updating the ISO procedure documents with key emphasis on improving quality
* Working with HR Dept. for factory employees, welfare, visa, labor card, health card renewals and so on
* Coordinating with the clearance agent / Municipalities / Duty Exemptions for clearing consignment
* Managing purchase of mineral water/ Juice / Facial Tissue Paper / PET Preform & Cap production products and entire administration and secretarial operation at factory, job analysis, performance appraisal, short listing of CVs, Interview, drafting letters, quotations and invoices.

**Significant Achievements: Contd...** * Successfully managed sales of PET Preform & Caps to the local and export customers
* Coordinated with the clearance agent / Municipalities / Duty Exemptions for clearing consignment without paying any demurrage and storage charges
* Recognized with:
* Achievement Certificate for Outstanding Performance in implementing ISO 9002 in the company
* Achievement Certificate for Outstanding Contribution in implementing ISO 14001 Environment Management System in the company
* Certificate of Appreciation for 7 years of continuous service with the Masafi Co
* Service Certificate of 9 years of continuous service with the Masafi Company
* Attained significant savings, securing discounts & better service from suppliers
* Managed the inventory function, and slashed inventory-holding expenses while adhering to the minimum inventory level to minimize wastage – Just-In Basis
* Single handled oversee organization procurement of US$ 7 Million
* Managed the entire purchasing activities of M/s. Al Ghadheer Mineral Water Co in Oman (sister concern of Masafi Mineral Water Co, UAE )

**-------------------------------------------------------------------------------------Computer Programmer & Quality Coding In-charge****Francis Kanoi Marketing Planning Services (P) Ltd., Chennai, India** -----------------------------------------------------------------------------------------------------* Internal Auditor Training & Environmental Management Systems-DET NORSKE VERITAS (DNV) - Dubai - U.A.E.
* Negotiation Skills Training Program conducted by Mr. Geoff Jarvies
* Personal Effectiveness Training Program conducted by Pro Training (Maximising People Potential)
* Job Analysis Training Program conducted by HayGroup Consulting
* Specialized in G Primer and Bridge View Basic Training (one week) from GraphiTools, Dubai
* Microsoft Word Course from Nadia Training Institute, Dubai (Received Certificate of Achievement for Completion)
* Emotional Intelligence Training Program by Mr. Samir Bhatia, from India, thro. Mind Field Recruitment Agency, Dubai

------------------------------------------------------------------------------------------------* Diploma in Computerized Office Management Course
* Certificate in Lower Grade Typewriting & Short Hand courses from Kerala Govt. of Technical Examination

-----------------------------------------------------------------------------------------------------* Asia Bottled Water Association (ABWA) Representative for UAE Chapter

--------------------------------------------------------------------------------------------------* Visited China to source Injection Molding M/c Hot & Cold Dispensers, PET Preforms, Vending M/c, Cold Chillers and other accessories related to water field
* Visited India several times to Audit and present during production of Mango Pulp to finalise the purchase deals
* Oman & Kuwait for co-packing business

---------------------------------------------------------------------------------------------------- Computer Operating Systems : Windows XP Software : XP, MS Office 2000 (Word, Excel, PowerPoint)Outlook, Oracle Portal & Lotus Notes ERP : Oracle 11i, Global Bakes **PURCHASING TOOLS/SOFTWARE*** Using ARIBA e-Software Solution System & I-promise (In-house developed) for sourcing & procurement e-auction
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| Languages Known: English, Hindi, Tamil, Malayalam, ArabicNationality: IndianDriving License : U.A.E Light Vehicle Marital Status: Married (No. of Dependents: 3)Driving License: UAE  |

**ANNEXURE**

 Projects

* Project co-ordination of Purchase of complete PET Water Bottling line - SKU – 1.5L, 500ml, 330 ml (Filling/Blowing/Packing/Injection Molding/HP compressors & other utilities) in year1998,2005 & 2010,2014
* Project co-ordination of complete Cup line in year 2010-11 ( SKU : 250, 200,125 and 100 ml )
* Complete Water Bottling Lines Relocation, Installation and Commissioning projects in Oman – Year 2012-13
* New Injection Moulding Machine in UAE (Cap & Preform) – Year 2014
* Tissue Converting and Packing Line - Year 2000
* Co-packing for Water in Turkey & Oman Companies – Year 2013-14
* Co-packing for Wet-wipes for UAE market – Year 2014
* New Facial Tissue Converting and Packing Line – Year 2000
* Trading & co-packing items such as Juice, Carbonated Drinks & Chip (as Robinson Juice, Freeze Juice, Froots, Fruitss Juice, Rice, Juice in Tetra-pack
* Purchase of a Complete Glass and Pet Water Bottling Line -2015 – Year 2016
* One-way PET 4-gallon Water Bottling Line, 5 & 10 Ltr Water Complete Line – Year 2016
* Kids Wet Wipes, Kitchen Towels & Toilet Tissue Rolls Complete Line – Year 2016
* New Production Introduction as Facial Tissue Paper and PET Bottled Drinking Water for Al Wasl Co.
* Ware-House Storage Racking, Handling and High end Pallet Tracking System

**Major Suppliers and RAW Material:**

**Machinery**

* Krones, Sidel, Ketttner, Side, Netstal, Husky, Piovan, RP Injection, Engel, Otto-Hoffstater, Corvaglia, Plastistud, Bardi, KHS/Kister, Winkler-Dunneiber, Zambelli, Harro-Hoffliger, ICE, Chirwa, Hitachi, GEA, SIPA, Arolit, Motan, APV, Biovac, Ionics, Betapak, Enpas, Toyota, Linde, Caterpillar, Junghinrich, Thermax Boilers, Trane Chillers, Gardner & Dennver, Baltimore, Atlas Copco, AF Compressors, Ingersoll Rand and many more.

**Raw Materials**

* Wild, Cargil, Dohler, Carolex, Exxon-Mobil, Ceisa, RKW, Express, Sabic, Indorama, Novatex, Shinkong, Reliance, Octal, Polymer Solution,GE Plastic, Colormatix, Arabian Packaging, Flexible, Printing, Majan, Interplast, Emirates National Plastic, Express Pack and Printing, Allana, Jain Irrigation, Keventar Food & Inns and many more......

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