

**Dravya**

***E-Mail:*** [*dravya-397351@gulfjobseeker.com*](mailto:dravya-397351@gulfjobseeker.com)

***Visa Status****: UAE Visit Visa*

**Strategic sourcing supplier Engineer/Technical Buyer with a strong technical grasp to support critical commodity/supplier relationships and able to work effectively as a team with business development, program management, engineering and manufacturing.**

**Core Competence:**



* Knowledge and experience in Procurement & Engineering.
* Technical knowledge of drawings reading, demonical understanding, and general engineering.
* Exceptional administrative skills, including strong computer abilities.
* Highly-organized with ability to multi-tasking.
* Strong time management skills.
* Excellent verbal and written communication skills.
* Proactive problem solver.
* Ability to work independently as well as with managers and employees at all levels.
* Team player; Collaborates with internal and external resources to achieve goals.
* Demonstrates confidence and maturity in client facing situations.
* Committed to standards of the highest professionalism and ethical behavior. Handles confidential information with discretion.

**Work Experience: Total 4 Years.**



* **in Goa, India**

Worked as Procurement engineer/ officer from October 2015 till October 2019.

**Key Responsibilities: Siemens Ltd. - Goa, India**

**Strategic purchase activities:**

* Supplier Development at Goa - Panel Fabrication + Powder Coating + Panel Builder.
* Establishing supply chain & Frame contract with Panel manufacturer.
* Negotiations & Frame Contract for Vendor Scope Purchase items to be procured by Panel manufacturers.
* Panel Costing verification and price confirmation release.
* Escalated support to Logistics.Shipping price negotiations and comparing the freight cost from different shippers to lock the shipment release.
* Managed the process of sourcing new suppliers to ensure the highest quality materials and best payment terms.

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**Negotiation and finalization:**

* Getting quotation, finalizing technical scope in concern with end user/ consultants, commercial scope& negotiating with all parties.
* Negotiation and finalization of vendors for projects using various negotiations techniques including E-bidding.
* Prepare and conduct negotiations for medium to high Purchasing Volumes to obtain highest feasible savings.
* Pre-bid support during Projects tender phase.

**Vendor management:**

* Supplier development processes (e.g. selection, evaluation, development, classification) for SYS business on case to case basis.
* Evaluation of SYS suppliers.
* Vendor rating for SYS suppliers on quarterly basis.

**Business management support:**

* Leading various common project in business like payment term change & vendor base reduction.
* Preparing MIS and estimating CNI (Contribution to Net Income) savings through negotiations on Monthly basis.

**Sales coordination:**

* Coordinate sales team by managing schedules, filing important documents and communicating relevant information.
* Preparation of PR, Invoices, PO and other sales related documents.
* Finalization of Quotation from Clients and suppliers to a maximum profitable value.
* Ensure the adequacy of sales-related equipment or material.
* Respond to online and telephonic queries.
* Respond to complaints from customers and give after-sales support when requested.
* Store and sort financial and non-financial data in electronic form and present reports.
* Handle the processing of all orders with accuracy and timeliness.
* Inform clients of unforeseen delays or problems.
* Monitor the team’s progress, identify shortcomings and propose improvements.
* Assist in the preparation and organizing of promotional material or events.
* Ensure adherence to laws and policies.

**General accounting:**

* Preparing PR &PO (Using SAP/ ERP Tool).
* Updating the Taxes in PO as per the BOE (Bill of entry) after the material receipt.
* Communicating with the commercial team for the GRN process.
* Functions related to Microsoft Office.
* Communicating with Suppliers (for Invoices, Material receipts etc.).

**University Projects:**



* **Heart Beat Counter**

Heart beat counter consist the heart beat sensor which senses the pulses of the heart. The HBS (heart beat sensor) is designed to give digital output of heart beat when a finger is placed on it.

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* **Wireless Industrial Automation Using PIC and SCADA**

SCADA refers to a system that collects data from various sensors at the factory or plant and sends it to the computer which manages and controls the data. It helps us in controlling the switching “ON” and “OFF” of industrial loads. Computer side software which is readily available in windows operating plays data logging software as well as sends users command to hardware through serial port of computer. Through GSM network user or authorized person may control any loads through SMS being anywhere in the world if network is present in that area.

**Technical Skills:**



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| --- | --- | --- | --- | --- |
| **Packages** | Windows |  |  |  |
|  |  |  |  |  |
| **Programming** | C, C++ | Assembly Language | PLC Programming |  |
| **Languages** | Programming |  |
|  |  |  |
|  |  |  |  |  |
| **Business** | SAP & ERP | Nexus | PEGA/VOB |  |
| **Solution** |  |
|  |  |  |  |
|  |  |  |  |  |
| **Others** | PCB designing, | Microcontrollers and | AutoCAD |  |
| and Soldering | Automation |  |
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**Scholastics:**



* Bachelor of Engineering in Electronics and Tele-Communications from Don Bosco College of Engineering, Margao, Goa in 2015 with First Class.
* Diploma in Electronics and Tele-communications from Fr. Agnel Polytechnic in 2012, Margao, Goa.

**Industrial Trainings:**



* NEOLYSI Technologies PVT. LTD. in 2014.
* Hindustan Coca Cola Beverages PVT. LTD. in 2014.

**Personal Dossier:**



Date of Birth

31st December 1990

Gender

Female

Marital Status

Single

Nationality

Indian

Linguistic Proficiency

English, Hindi, Urdu, Marathi, Konkani and Kannada

Passport Expiry date

18thFeb, 2025

**References:**



Will be provided upon request.

I assure you that I will take the job with a sense of responsibility and enjoy the challenges of any new assignment.

**Dravya**

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