

# **EXECUTIVE – PROCUREMENT & INVENTORY MANAGEMENT**

**GAUTHAM PADIYATH**

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B.TECH (MECHANICAL ENGINEERING)

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## **PROFILE SUMMARY:**

Materials management & inventory control professional with over 4 years work experience and a demonstrated history of working in consumer goods industry & heavy industries. Skilled in procurement, budgeting, cost control measures, inventory management, logistics, warehousing and operations management.

Strong port-folio of achievements that include numerous cost reduction measures, implementation of SAP system for materials management, bringing inventory days below industry standards etc.

## **CORE COMPETENCIES & VALUES :**

- Excellent leadership qualities with team management skills and deep knowledge in sourcing and operational excellence.
- Preparation/Forecasting of monthly procurement plan, yearly budgets and analysis.
- Expertise in inventory control, analysis, store management, material movements, identifying cost reduction opportunities, subcontracting, logistics management and other aspects of handling operational and production activities.
- Research and implementation of cost control measures in procurement and transportation.
- Expertise in operating SAP MM Module – ERP Software for standardized & efficient procurement procedures.
- Strategic procurement skills like detail-oriented approach, negotiating contracts and quotations with manufacturers and suppliers, managing suppliers, excellent analytic & problem-solving skill, time management, persistence & active listening.
- Dedicated, self-driven, trustworthy, discreet and ethical with excellent communication & presentation skills.
- Perseverance to succeed and zeal to achieve results.
- Establishing monthly & annual performance goals, continuous performance monitoring of team, assessment of policies and evaluating existing organization models to make the work environment flexible and productive.

## **KEY ACHIEVEMENTS :**

- Successfully implemented various lean management principles like 5 S system, ABC inventory analysis, TQM, visual Kanban system & FIFO rule in store area.
- Initiated Just-In-Time(JIT) program in Semi finished goods store which reduced inventory value by 20%
- Oversaw the successful implementation of a new ERP system (SAP) responsible for the entire materials group.

- Lead & motivated Sourcing & Operational Excellence team consisting of 30 members to achieve 100% annual goals.
- Developed three associate executives for procurement of consumables, packing materials & managing SFG stores.

### **SOFTWARE PROFICIENCY:**

- SAP
- MS Excel, MS Word, MS Power point
- Creo parametric 2.0 / Pro Engineer
- CNC SIMULATION, MTAB
- Calypso(Coordinate Measuring Machine)
- Renishaw calibration software – Laser Interferometer

### **WORK EXPERIENCE:**

- Currently working in **VKC Group**, as **Associate Executive in Sourcing & Operational Excellence** since Feb 2018.
- Worked as ‘**Technical Executive**’ in **HMT Machine Tools Ltd ,Bangalore** from September,2016 to Feb 2018
- Worked in **M/s Rubicon Techno Projects, Cochin** as **Purchase Engineer** for 6 months
- Completed 1 year **apprenticeship** in **HMT Machine Tools Ltd ,Kalamassery**
- Worked as **Assistant Engineer in Purchase Department** at **M/s Infra Sales (P) Ltd, Aroor** for 6 months

### **ACADEMIC CREDENTIALS :**

- **EXECUTIVE MBA in OPERATION AND PRODUCTION MANAGEMENT 2019-20 (Currently Pursuing)**  
Venkateshwara Open University
- **B.TECH. DEGREE in MECHANICAL ENGINEERING 2014 (secured 68.3%)**  
Mahatma Gandhi University
- **CLASS XII 2010 (secured 81.75%)**  
Board of Higher Secondary Examination , Govt. of Kerala
- **CLASS X 2008 (secured 89.4%)**  
Central Board of Secondary Education

### **ADDITIONAL CERTIFICATIONS :**

- **EXECUTIVE CERTIFICATION in OPERATIONS MANAGEMENT** from **IIM RAIPUR** (Currently pursuing)
- **SIX SIGMA GREEN BELT CERTIFICATION** from **V-Skills** (Currently pursuing)

## **PERSONAL PARTICULARS:**

Date of Birth : 03-08-1992

Permanent Address : Padiyath House,Nanthiattukunnam,North Paravur,Ernakulam-683513

Languages Known : English, Malayalam, Tamil, Hindi& Kannada

## **REFERENCES:**

1) Mr. VIJAYAPRAKASH C.S  
DGM(HR)  
HMT MACHINE TOOLS LTD  
MOB: 9343731806

2) Mr. IMMANUEL.J  
HR EXECUTIVE  
VKC FOOTWEAR INTERNATIONAL  
MOB: 8489660154

## **DECLARATION:**

I hereby declare that all the particulars given above are true to my knowledge and belief.

Yours truly,

**GAUTHAM PADIYATH**