



Naveen Kumar

Purchase Sales Manager – Punam Roller Flour Mills Ltd

CORE COMPETENCIES

- Sourcing & Procurement
- Warehouse Management
- Vendor Management
- Logistics Management
- Strategic Planning
- Planning, Budgeting & Forecasting
- Pricing Negotiations
- Margin Management
- Profitability
- Business Development
- Revenue Generation
- System Implementation
- Client Relationship Management
- Team Management
- Vendor Development / Vendor Audit
- Material Procurement
- Supply Chain Management
- Inventory Management
- Techno-Commercial Operations
- Warehouse / Transport Management
- Global Procurement Management
- Operations Management
- System Implementation
- Vendor Management
- Logistics Management
- Warehouse Management
- Client Relationship
- Material Planning
- Buyer Activities
- Price Negotiation
- Vendor Assessment
- Supplier Development
- Inventory Control
- Purchase Management
- Project Management
- Procurement Management
- Commercial Operations
- Techno-Commercial Operations

Profile Summary

- ❖ Management professional over **26 +years** of experience of **Strategic sourcing and Procurement, Supplier Management, Inventory Management, manufacturing operations & Operational Excellence** in leading FMCG companies.
- ❖ Presently associated with **Punam Roller Flour Mills Ltd Vadodara Purchase Sales Manager** heading **Raw Material Procurement** for **Gujrat, Rajasthan MP Delhi and Maharashtra and ROW Market.**
- ❖ Proficient in **handling Procurement, operations, streamlining processes / procedures** to facilitate smooth production process & enhance productivity.
- ❖ Adept in **implementing cost saving measures** to achieve substantial reduction in terms of **raw materials, manpower and machine utilization.**
- ❖ Ensuring execution of the production plan in terms of quantity, quality, cost, safety and by adhering to good manufacturing practices in the respective shifts.
- ❖ Meeting the plant matrices of Safety, Quality and Productivity.
- ❖ Hands-on experience of ERP (SAP and Oracle) used in manufacturing industry.
- ❖ Expertise in developing request for purchase quotes; excellence in reviewing procurement volumes by vendor & product class / type, thereby identifying areas for rate / frame contracts and finalizing the same
- ❖ Excellence in collaborating with vendors for efficient negotiations on price, delivery schedule and other terms & conditions
- ❖ Complied with state & local warehousing, material handling and shipping requirements by studying existing & new legislation; enforced adherence to requirements and advised the management on needed actions
- ❖ Expertise in monitoring receipt of all incoming materials, receiving inspection, storage, issue, stock verification, stores accounting (valuation), stock control, identification of surplus & obsolete materials and disposal of scrap
- ❖ Proven track record in implementing cost saving measures to achieve substantial reduction in terms of transport solutions and clearances, indigenization, value engineering and vendor base reorganization
- ❖ Achievement-oriented professional with excellent people management skills and capability to manage change with ease

Work Experience

Oct 2023–Till date Flour Mills Ltd Vadodara- North & West INDIA

Designation: Purchase Sales Manager

- Lead Procurement for Gujrat, Rajasthan MP Delhi and Maharashtra and ROW Market. Heading Raw Material Procurement Wheat purchase, Maida, Suji, Atta and cattle feedwith a for Total Spend base of turnover above 500cr date Provide Leadership, direction and effective management of Procurement Team and cross functional working groups to achieve high level of performance.
- Design and Execute Procurement Strategies supported by Tactical and Innovative ideas.
- Research and Analyse market trends and Best Practices to ensure sourcing and procurement strategies are followed as per current.
- Identify Risk and execute Plan to Mitigate Risk to avoid business impact on longer run.
- Governance Framework through Cost analysis, benefits and market Intelligence. Build and manage relationship with Internal and External Stake holders to resolve complex issues.
- Identify and Develop Alternate Vendors for various Cost Saving Ideas.

IT SKILLS

- Microsoft Excel
- Excel
- VLOOKUP
- Pivot Table
- MS Office Word
- Mis Reporting

EDUCATION

- Completed **M.Com. (I)** with second division from University of Rajasthan, Jaipur in **1996**.
- The Institute of Computer Accountant, Delhi, 2008
- **ICA** (Industrial Certified Accountant) where got in-depth knowledge of Financial accounting software, Advanced Practical Accounts and taxation.

PERSONAL DETAILS

CONTACT

+91 98927 20201
+91 79772 60739

EMAIL

nchaberwal@gmail.com

LANGUAGE KNOWN

Hindi & English

CURRENT CTC

8 L.P.A

PASSPORT DETAILS

Available on Request

PREFERRED LOCATION

Ready To Relocate , Abroad,
Overseas

- Meet the targeted annual savings through Same Vendor Negotiations, Alternate vendor development and Reverse Auctions through Ariba Portal.
- Present the Monthly performance review of Procurement to Senior leads.
- Strategic Buying of Raw Materials during the whole year and Identify New Sources to get the competitive prices.
- Identifying Non Moving RM/PM/FG lying at Factory and taking timely actions to remove from stock.
- Identifying New Sources for Third Party Products and Negotiate for better Transfer Price and contribution margins.

May 2009–Oct2023 **Satyam Roller Flour Mills Pvt. LTD**

Navi Mumbai, INDIA

Designation: **Unit Manager** (Pan India Operations)

- Managing all the departments by coordinating with Purchasers, Suppliers, Operation deptt. Managing financial of the firm by acting as accounting head.
- Heading **Unit Team of 16 personnel** - Purchase Officer, Sales Team, Hr,. Department, Back Office peoples, Logistics, Warehouse, and obtaining timely delivery of materials at favorable terms to ensure smooth warehouse operations
- Managing standardized receiving, stocking, checking & housekeeping procedures and conducting hazardous material / safety training for employees; ensuring adherence to store SOPs, conducting regular audits and complying with all legal requirements / licenses for warehouse, Ascertaining First In First Out (FIFO) / Last In First Out (LIFO) for all products with efficient storage of materials and spare parts according to the quality measures & procedures
- Mapping all daily warehouse activities, achieving greater control and repeatability on each shift
- Establishing operational procedures for activities such as verification of incoming & outgoing shipments, managing disposition of materials and keeping warehouse inventory current
- Performing visual inspection of stock received for damages; evaluating quality reports against material incoming / before job work
- Administering daily operations of transportation point anywhere in India
- Ensuring utilization of godown & machinery maintenance as per the requirements
- Generating sales invoice as per customer the PO; managing correspondence, receiving calls and solving the customer's queries

Previous Experience

Dec 2000 –May 09 **M/S Yadav Roller Flour Mills LTD**

Delhi, INDIA

Designation: **Account's Manager** (Pan India Operations)

- Handled all the accounting operations that include taxation, wages distribution, reconciliations, and invoices. Also managed the purchase dept. as well for the last 4 years

Dec96–Nov 2000 **Parle Agro LTD**

Bahadurgarh, INDIA

Designation: **Accountant**

- Worked as an accountant where handled all the accounting operations like taxation, invoices, wages distribution etc.

NAVEEN KUMAR