



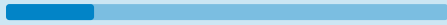
Arpan Ankleshwariya

Purchase Trainee

📍 Ankleshwar
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✉️ arpanankleshwariya@gmail.com

Skills

Negotiation



Communication



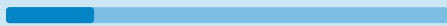
Good learner



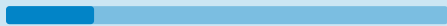
Data maintaner



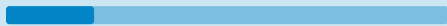
Google sheet



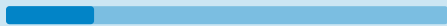
Follow ups



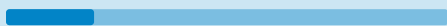
Vendor development



Cost analysis

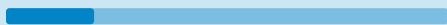


Cost Deduction



Languages

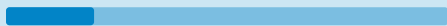
English



Hindi



Gujarati



Summary

7 months of experience working in procurement as a trainee. Procurement tasks for the departments of maintenance, NBD, and R&D.

Experience

Gulbrandsen Technologies Pvt Ltd

December 2023 to Till date

Purchase Trainee

Bharuch

🔗 <https://gulbrandsentechnologies.com/>

- Initiated purchase order (PO) creation, conducted PO checks, and facilitated vendor creation in SAP MM.
- Cultivated and sustained strong relationships with vendors, suppliers, and other procurement stakeholders.
- Managed the purchasing, ordering to ensure timely delivery of goods and services.
- Verified the validity of Quality Management System (QMS) documents and arrange the updated documents.
- Vendor Rating activity in Semi annual & annual.

SU pharma

May 2023

Internship

Ankleshwar

- I visit a Utility equipment like 1 ton Boiler,Chillar plant, different pumps, Compressors, Different pressure valve.

Atul Limited

Apr 2018

Internship

Ankleshwar

- Visit a different capacity boiler, HVAC plant, AHU plant, Utility plant, RO plant.

Education

Shree Sa'd Vidhyamandal Institute of technology

July 2023

Bachelor of Engineering

Mechanical Engineering

6.4

Vidhyadeep institute of engineering & technolgy

Jun 2018

Diploma

Mechanical Engineering

7.4

Project

Portable Air Conditioner

Jun 2022

Great experience learning about building a 0.5-tonne air conditioner.