



Himanshu Sharma

Asst. Manager - Sourcing & Purchase

Enthusiastic and result oriented techno-commercial professional seeking assignments in Purchase & Sourcing with an organization of high repute preferably in Delhi NCR.

EDUCATION

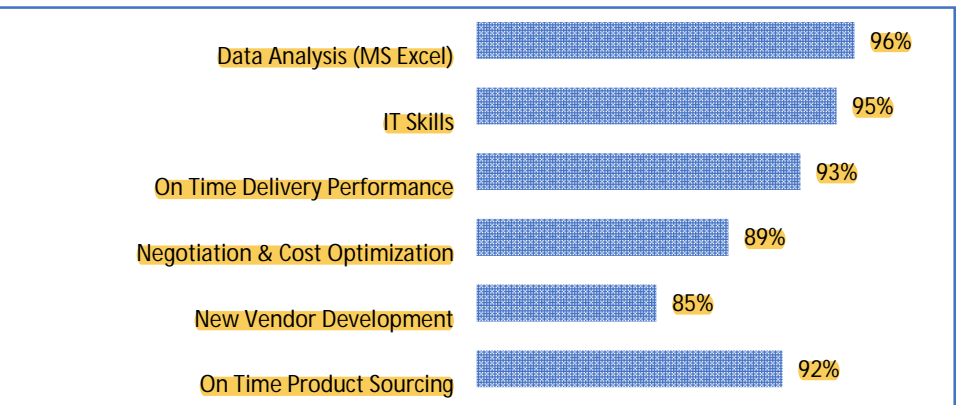
- Passed High School from CBSE Board in 2014.
- Completed Diploma in "Mechanical Engineering" from IIMT College of Polytechnic, Grater Noida.
- Completed 2 Month Certification in Auto CAD from DUCAT, Greater Noida.

About Current Organisation & JD

Company : Moglix Labs India Pvt. Ltd.
Title : Asst. Manager - Sourcing & Purchase
Period : August, 2021 to Till Date

- Indent & RFQ Management
- Product Sourcing & New Vendor Development
- Sample Development, Approval & Coordination With Customer & Vendor
- Commercial Terms Finalization & Cost To Company Comparative Statement
- PO Creation & Closer Management
- End To End Coordination of Procure To Pay Management
- Advance Material Buying Forecast
- Vendor Review Analytics Based On Quality & Delivery Performance
- Execution of Delivery Schedule & Its Coordination With Vendor
- Goods Transportation Management
- ASN Monitoring For Both Inbound & Outbound Transactions
- Vendor Account Reconciliation & Settlement of Debit & Credit Notes
- Fund Planning & Vendor Payment Management
- Single Point of Contact for Entire SCM MIS

Top Rated Skills



Core Competency

- Product Sourcing
- New Vendor Development
- Procure to Pay Management
- Advance Planning & delivery Management
- Price & PO Terms Negotiation
- Dispatch & Delivery Tracking
- Supplier Performance Review
- Landed Buying Cost Estimation
- Proficient in MIS & Data Analytics
- SAP S4 HANA (MM Module)
- Movex M4 (MM Module)
- Vendor Portal Management

Others Details

Born ON
23rd October, 1997

Marital Status
Married

Father's Name
Brijesh Chand Sharma

Language
Hindi & English

Contact

MOBILE
+91 9643126043

EMAIL
oneaonlyhimanshu@gmail.com

ADDRESS
1915, Than Singh Nagar, Railway Road,
Sikandrabad, District : Bulandshahr, UP
(203205)

Past Work Experience

Company : Okaya Power Pvt. Limited
Title : Purchase Executive
Period : November, 2020 to August, 2021

- Handling of Purchase Indents including Raw Materials, Spares, and Consumables.
- Product sourcing & vendor development.
- Raising RFQ to vendors & convert into Cost Comparative Statement after negotiation with vendors.
- Raising PO after getting Rate & Source approvals from concern authorities.
- Timely releasing of monthly material delivery schedule to vendors.
- Dispatch tracking and monitoring of schedule vs dispatch.
- Follow-up with vendors and arranging delivery according to delivery schedule.
- Managing monthly & weekly MIS.

Company : Shahi Exports Private Limited
Title : Purchase Executive
Period : June,2018 to June, 2020

- Procurement of Entire Engineering & Plant Spares
- Indent Management & Its Timely Procurement
- Product sourcing & vendor development.
- Raising RFQ to vendors & convert into Cost Comparative Statement after negotiation with vendors.
- Raising PO after getting Rate & Source approvals from concern authorities.
- Timely releasing of monthly material delivery schedule to vendors.
- Dispatch tracking and monitoring of schedule vs dispatch.
- Follow-up with vendors and arranging delivery according to delivery schedule.
- Managing monthly & weekly MIS.

Date _____

Place _____

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