

RESUME

SANJAY KRISHNAN

**Sree Prakriti Apartments,
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Vindyaranyapura P.O,Kodigehalli,
BANGALORE-97, KARNATAKA.**

INDIA

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OBJECTIVE

- ✓ To obtain a position as a **Procurement specialist or Project expeditor** that utilizes my purchasing experience in the construction & other industry as well as satisfies me using my administrative and management skills.
- ✓ Looking forward for challenging and enriching role in the field of procurement and strengthen the overall organizational performance that drives towards profits.
- ✓ Seeking new challenges, which effectively utilizes my experience and skills.
- ✓ Looking for a progressive company that offers opportunities for advancement.
- ✓ To gain experience, using my analytical skills and commitment to perform quality work.

QUALIFICATIONS & CERTIFICATION :

- ✓ **Diploma in Computer Science &Engineering.(3 Years)**
Board of Technical Examinations, Karnataka.
- ✓ **Certified in Advance Purchasing Management (IIMM)**
- ✓ **Diploma in Computer Harware Maintenance & Servicing**
- ✓ **Certification in software courses MS Word, Excel.**
- ✓ **Certification in Designing courses 3d max, Photoshop, HTML.**
- ✓ **Certification in operating systems Unix, Windows.**
- ✓ **Certification in programming languages Java, C.**
- ✓ **Knowledge of using Tally ERP-9 & many others Softwares**

EXPERIENCE SUMMARY

I have about 22 years of total experience, from various fields such as Civil Construction, Oil & Gas Pipeline, Industrial, Petrochemical. Worked as Procurement/Purchase Expeditor, Material controller for various companies engineering procurement, QC, Store, Logistics departments in construction of Sea water cooling tower projects, Gas pipeline Projects. Able to play major role in Strategic sourcing, also have significant success in the execution field and project management. I have also demonstrated my skills and ability to interact well with others. I believe that I would be a Valuable addition to your esteemed organization.....

JOB PROFILE

- ✓ Identifying and determining our project needs. Tracking the material availability.
- ✓ Finalize the purchase of materials. Send the requisition for quotation.
- ✓ Evaluate the supplier for technical meeting. Negotiate with suppliers.
- ✓ Prepare P.O/ LPO. Supervise and inspection of suppliers, services and equipments.
- ✓ Follow up the materials. All material purchase by our approved suppliers.
- ✓ Develop and execute procurement strategies for purchasing of materials.
- ✓ Analyze vendor quotes and select products from suppliers based on price and quality.
- ✓ Negotiate pricing, payment terms and delivery schedules to optimizer cost savings.
- ✓ Review purchasing agreements to find errors, identify price changes and eliminate duplication.
- ✓ Handle procurement documentation in order to maintain detailed records.
- ✓ Improve competitive edge and high quality product by preparing cost comparison and negotiating with minimum of three vendors.
 - Created database consisting of thousands of records. Updated and maintained each database regarding new information as it become available.
 - Developed and maintained strong working relationship with new and existing vendors.
 - Supported department management with the procurement of Technical, one time buys or hard to find items.
 - Performed customer service to both internal and external customers, researched and corrected errors and other problems.
 - Resolved material issues with suppliers. Provided feedback to finance department on pricing changes and discrepancies in billing.
 - Sourcing of new suppliers created a monthly savings.

OTHER SKILLS:

- Hard working & achievement oriented.
- Having integrity & Self Confidence.
- Focusing on supplier & having good relationship.
- Having good customer support, computer skills & providing solution.
- Teamwork & collaboration and adaptable to unexpected scenarios & thrives on pressure.
- Efficient with excellent time management skills.

PROFESSIONAL EXPERIENCE:

PROCUREMENT EXPEDITOR (CONSTRUCTION/GAS PIPELINE/INDUSTRIAL AUTOMATION)

PETROJET – Petroleum Projects & Technical Consultantions Co.LLC.

Project title : 32 “SALALA LOOPLINE PROJECT
Client : OMAN GAS COMPANY
Location : PDO NIMR, Sultanate of OMAN
Designation : **Procurement Expeditor**
Tenure : 12 July 2016 to May 2017

DYWIDAG SAUDI ARABIA CO.LTD (Member of STRABAG Group)

Project Title : **SAUDI ARAMCO-SADARA, SHARQ, SAFCO,NCP,KAYAN, YANSAB**
Cooling Towers Projects, Hadeed Steel Plant, HRM,PETROKEMYA
MA’ ADEN Aluminium Plant & Cooling Tower, **JER ARAMCO.**
Clients : ARAMCO,SABIC, DAELIM, HYUNDAI, SAMSUNG,CHIYODA,FLOUR.
Location : Al Jubail, **Kingdom of Saudi Arabia**
Designation : **Procurement Expeditor**
Tenure : March 2006 to August 2015

AXICON SEA PVT LTD (SANDILYAM GROUP)

Project Title : INDUSTRIAL AUTOMATION PROJECTS(Barcode Solutions)
Client : AXICON International UK
Location : Bangalore, India
Designation : Purchase Executive
Tenure : January 2003 to Feb2006

CYBERSCAPE NETWORKS PVT LTD (Official Registrar of i-dns.net)

Project Title : Domain Names Registration
Client : i-dns.net (International Domain Name Registration system)
Location : Bangalore
Designation : Purchase Assistant
Tenure : Sept 2000 to December 2002.

ITM COMPUTERS PVT LTD

Project Title : Networking/Telecom/Office Automation Products
Client : Motorola, Microland, Powertel Bocca.
Location : Bangalore, INDIA.
Designation : Territory Manager (Customer Support)
Tenure : May 1, 1995 to August 30, 2000.

FAXTEL SYSTEMS INDIA PVT LTD

Project Title : Telecom/Office Automation
Client : Panasonic Corporation
Location : Bangalore, INDIA.
Designation : Customer Support Engineer
Tenure : August 1994 to April 1995.

PERSONNEL DETAILS:

Father's Name : Late K.KRISHNAN
Date of Birth : April 1, 1971, 51 Years.
Gender : Male
Marital Status : Married
Nationality : Indian
Mobile. No. : 00919740799446 (India)
E-mail : sanjaykrishnan001@rediffmail.com
sanjaykrishnan.website@gmail.com
Languages known : English, Hindi, Kannada, Malayalam, Tamil.
Passport No. : M7036288
Date of Issue : 22/04/2015
Date of Expiry : 21/04/2025
Present location : Bangalore, INDIA.

DECLARATION

I hereby declare that all the statements and information given by me in this application are true, Correct and complete to the best of my knowledge and belief..

SANJAY KRISHNAN