

**AKSHAY SINGHAL**

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**Career Objective:**

* Seeking a challenging and dynamic full-time position in areas where I can demonstrate my skills and

contribute to the company and to attain a significant height in the field of engineering.

**Synopsis:**

* A result oriented professional with 6.1 years’ experience in Procurement, project procurement, projects engineering, execution and commissioning
* Currently designated **as Assistant Manager (Procurement)** with **RSPL Ltd, Kanpur (U.P.) in procurement dept.** for Running Plants / Upcoming Projects

**Professional Experience:**

* Working **as Assistant Manager (Procurement)** with RSPL Ltd, Kanpur (U.P.) from January, 2019 to present

**Company Profile**

* RSPL Group is more than 7000 crore diversified conglomerate, which is committed to value for money propositions & credited with several innovations over last 3 decades. The sagacity to weave its business around consumer needs has conferred RSPL Group with a distinct value and identity. Efficient capital structure, cutting edge technology, operational discipline and a widespread distribution network, have together attributed to enhance RSPL Group and enabled the organization to deliver value to consumers.

**Duties and Responsibilities:**

* Deft in overseeing the distribution of all material supplies and services and managing the delivery of goods to all regional branch operations staff
* Proficient in working closely with various departments, forecasting delivery times & transportation costs and performing timely performance evaluations
* Adept in monitoring the quantity, cost & efficiency of the delivery as well as initiating the development and implementation of logistics solutions for the company
* Capabilities in coordinating with internal/external customers for running successful business operations and experience of implementing procedures and service standards for business excellence
* Overseeing and ensuring proper procurement planning & implementation activities
* Planning for procurement and sourcing of materials while ensuring optimum utilization of materials, maximum cost savings & meeting anticipatory orders
* Identifying & developing potential vendors locally & globally for achieving cost effective purchases of raw materials and finished goods
* Supervising the overall procurement of material with respect to production requirements including receipt accounting and maintaining desired stock levels
* Optimization of rates with timely shipments
* Realization of the business objectives and creation of profit potential in line with the business objectives
* Receiving indents
* Assessment of demand or description of need
* Selection of sources of supply
* Receiving of quotation
* Placing order
* Making delivery at the proper time by following up the orders
* Verification of invoices
* Inspection of incoming materials
* Meeting transport requirements of incoming and outgoing materials
* Maintaining purchasing records and files
* Reporting to top management
* Developing coordination among other departments
* Creating goodwill of the organization in the eyes of the suppliers

**Major Project:**

* Working with overall project of Alwar -2 plant for the sourcing of vendor for site job and supplying of desired material.
* Working **as a Mechanical Engineer (Projects)** with NIRMA Ltd, Ahmedabad (Gujarat) fromAugust, 2013 to December, 2019

**Company Profile**

* Nirma Ltd is established and well known company since 1969. Over the years evolved as largest

manufactures, retails, and distributes commercial and industrial cleaning products. The Company

offers detergent powder, edible salts, soda ash, toilet soaps, sulphuric acid, glycerine, alpha olefin

sulfonates, fatty acids, and detergents. Nirma serves customers throughout India. Nirma has over

15,000 employees and a turnover of over Rs. 9000 crores.Nirma had a 15% share in the toilet soap

segment and more than 30% share in the detergent market. Aided by growth in volumes and

commissioning of backward integration projects.

**Duties and Responsibilities:**

* Review & comment/approve of the contract document & scope matrix with technology supplier for basic engineering & external suppliers/consultant
* Review & comment/approve of the Detail engineering documents like Equipment Layouts, PFDs, PIDs, GAs, Data-sheets, QAP and inspection reports etc. in AUTO-CAD or PDF format.
* Effectively communicating to stream lining overall project engineering in well track along with following up with Equipment's suppliers to maintain material availability at site on time.
* Co-ordination between plant team &external suppliers/consultant for detail engineering, technical documents, material, etc. for project smooth execution on ground field to keep project in schedule
* Maintaining overall project procurement and taking of required action as per project schedule time to time and also prioritizing the long lead items in advance to neglect the delay in project schedule in terms of delivery.
* Preparing enquiries / tenders as per the requirement and finalize the vendors (based on shop visits and proven record of accomplishment) to whom the enquiries to be floated based on the tender requirement.
* Releasing of enquiries / tenders to various vendors as per approved list (also search more vendor in case number of bids are less) for bid inviting and by reviewing of offer preparation of technical recommendation for further procurement action.
* Prepare price schedules / LD clause and floated to vendors for their submissions
* Conducting techno-commercial meeting with vendor for further ordering to ensure proper procurement of material as per requirement and no changes / amendment after order finalization
* Help to placed LOI / PO to the selected vendor after the final technical and commercial negotiation
* Keep watch over critical items effectively to complete the project in time. Controlling and updating, in co-ordination with site store, consultant, site execution team, vendor’s requirement.
* Conducting technical meeting (KOM) with vendor & consultant after order placement
* Expedite the material as per the order delivery date and also visit the vendors work expediting the delivery of major items, to escalate the delivery and resolute the problems.
* Providing Dispatch Clearances when material ready to deliver including inspection of items at supplier works
* Expedite erection & commissioning activities and helping site team to ease the process for maintenance of equipment.
* Attend and present the report in monthly SRMs chaired by MD (Nirma Ltd), for on-going projects
* Prepare daily MIS report on actual work done and maintaining overall project procurement status to match the time frame
* Completing the other works allotted by H.O.D / immediate supervisor

**Major Project:**

* Working with overall project like Debottlenecking of additional 6th calciner project, 4th stream of soda ash project, third line of densification, food grade refined sodium bicarbonate and non-metallic vacuum salt silos to be executed by Jacobs Engineering as a coordinator cum responsible up to execution.
* Working with Caustic Soda Project up to preparation of recommendation
* Working with 1200 TPD edible vacuum salt expansion project to be executed by MottMac MacDonald.
* Working with a green field Bromine project with DDMz, Germany
* Working on a research & development of detailed Project Reports of upcoming projects like: ECH, HPO, SPC, long distance conveyors, undersize limekilns etc.

**Technical Credentials:**

* **Bachelor of Technology in** Department of **Mechanical Engineering (Full – time)** from **Maharaja Agarsain Institute of Technology, Ghaziabad** (U. P.) with first division in year 2013.

**Training Attended:**

* Project Management Professional (PMP) by Mr. Alpesh Vasant (having 15+ years’ experience)
* Commercial negotiations for valve added purchase conducted by Mr. Ajoy Kumar Guha at AMA institute, Ahmedabad

Computer proficiency:

* NX 7.5 (CAD) from Siemens
* PDF Acrobat, MS office,
* Operating system from windows XP to 10

Professional Skills & Competencies:

* **Team Leader:** Ability to work with the team as a leader as well as a member
* **Interpersonal Skill:** The ability to work with range of people from diverse background and culture
* **Flexibility:** Ability to handle frequent changes
* **Result Driven:** Finding solutions to problems, setting high standards of performance and Setting priorities

**Personal details:**

* **Name :** Akshay Singhal
* **Father’s Name :** Ashok Kumar Singhal
* **Date of Birth :** 18 Oct 1991
* **Gender :** Male
* **Marital Status :** Unmarried
* **Language Known :** English, Hindi, Gujarati (minor)
* **Blood Group :** AB – (negative)
* **Strengths :** Honesty and dedication towards the works
* **Permanent Address :** HAPUR, District-HAPUR, Pin no – 245101 (U.P.)