

**Ajesh K.B.**

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**CAREER VISION:** To excel and pursue a career with a company having global vision, which encourages creativity and offers me an opportunity to learn and develop as a professional. I am looking for an opportunity where I am able to inspire, motivate and direct the work of others to achieve the objectives set forth and in return get maximum ROI to the Organization and personal satisfaction. This is with a keen interest in generating ideas and converting into business solutions.

**PROFESSIONAL SYNOPSIS:**

26 Years and 5 months of experience in Procurement / Purchase/ Supply chain management /Inventory Control/ Warehouse.

- 4 Year 6 Months experience in M/s. Flex Group of Company – UAE / Dubai.
- 3 Year experience in M/s. Al Ali construction & Development LLC – UAE / RAK. - Procurement Manager.
- 4 Year 11 months' experience in M/s. Amusement White Water. LLC – UAE / Dubai - Purchase Manager.
- 2 Year experience in M/s. Wafi Property L.L.C: - UAE / Dubai - Sr. Purchase officer.
- 4 Year experience in M/s. Lucy Switch Gear Manufacturing Company L.L.C: - UAE Dubai Jebel Ali. – Procurement & Logistics Officer
- 4 Year 4months experience in M/s. Galfar Engineering & Contracting L.L.C- Oman / Ghala Plant Engineer & Equipment Owner.
- 4 Year experience in M/s. Bhageeratha Engineering LTD, INDIA. - Baroda / Cochin / Thane / Bangalore.

**Mechanical Engineer Professional Carrier looking in – Procurement / Purchasing / Supply chain management / Logistics & Inventory control.**

**KNOWLEDGE SUMMARY:**

Purchase Professional Manager (CPPM) approved by American Purchase Society, BE in Mechanical and having valid UAE driving license. 26 Years of total work experience in Procurement, Purchase, Contracts, submittals approvals, BOQ analysis, subcontract selection procedures, ERP systems in various industries, Inventory controlling such as total MEP / HVAC / firefighting, Construction & development, Themed construction, Facility management and manufacturing.

**FIELD OF EXPERIANCE: Construction industry/ Manufacturing / Facility Management / Maintenance and Servicing / Heavy equipment's and Auto Mobile industries.**

## **WORK EXPERIENCE:**

**1)M/s. Flex Group of Company UAE/Ajman.(Eagle Paint Manufacturing LLC./Al Jern General Trading LLC / Flex Contracting & General Maintenance LLC / EVE Medical Center / Eve Pharmacy). Aug 2020 to June 2024. Designation: Procurement Manager. Reporting to CEO.**

### **Job Description:**

- Managing / controlling / coordinating a group of Procurements officers and Business administrator of 5 Business Units. Developed an ERP system of all different strategy business units. Managing the requisition and satisfaction for tracking system of All Managers and Clients.
- Meeting conducting for all system supporting members to analysis the accuracy and operations. Project visits to make the activities in efficient and effective system executions.
- Providing Weekly and monthly procurement status to managements as MIS report to taking proper decision and controlling the fund flow of the company.
- Regular meetings with suppliers and new vendors to develop good procurement strategy and adopt the modern technology to help the company growth.
- Requisition/Procurement/Inventory - Management to control the material movement and right quality material in right time with best available market price to manage the cash flow of the company situations.

**2) M/s. Al Ali construction & Development LLC- UAE / RAK: July 2017- July 2020**

**Designation: Procurement Manager. Reporting to: Owner representative & General Manager.**

### **Job Description:**

- Managing and controlling the Purchase orders (LPO, PPO, contracts and scheduled maintenance etc.) AMC, Service & Maintenance Contracts in ERP system of procurement module.
- Monitoring site operations on day-to-day activities for improving the progress of our projects.
- Attending regular meetings with consultant and project team for getting material submittals approvals to progress in formations for initiative-taking actions.
- Requisition management with BOQ, complying technical specification, RFQ analysis.
- Vendor selection, price & terms negotiation, making purchase decision on stipulated time, monitoring the purchase receipts confirmation, Vendor evaluations for major procurements and contract agreements for projects.
- MIS reporting on monthly and weekly basis.
- Controlling coordinating and guiding a team of 6 subordinates in supply chain management system.

**Major Projects Handled:** G+20 Single tower and Twin tower in Cornish road Ras Al Khaima.

**Achievements:** We modified the existing system of Procurement procedure, Data flow, technical clarification and final approvals through EPR system with digital approvals. Established the Procurement Procedure to ISO standard system.

### **3) M/s. Amusement White Water. LLC: Aug 2012 and July 2017 UAE / Dubai**

**Designation: Purchase Manager. Reporting to CEO.**

#### **Job Description:**

- Project coordination for material and service requisition on daily basis.
- Inventory management with BOQ, Complying technical specification on daily basis.
- Managing and controlling the Purchase orders (LPO, PPO for contracts and scheduled maintenance etc.) for AMC, Service & Contracts in ERP –QB system of procurement module.
- Vendor evaluation of Major Subcontractors and Suppliers,
- Examine and finalize the Prequalification documents / Material Submittals / GA drawings as per projects specifications.
- Regular Meetings with Subcontractors / project managers and consultants for ensuring the project progress.
- Achievements: Successfully completed the prestigious projects on time, Dubai Parks and resorts / Al Montaza Amusement Project – Sharjah etc.

### **4) M/s. Wafi Property L.L.C: Aug 2010 to Aug 2012 UAE / Dubai:**

**Designation: Sr. Purchase officer. (Property facility Management- Electromechanical, Air conditioning, Cleaning Materials) Reporting to Sr. Manager Procurement.**

#### **Job Description:**

- Requisition management with BOQ, complying technical specification, RFQ analysis.
- Vendor selection, price & terms negotiation, making purchase orders on stipulated time (SPO, PPO, scheduled maintenance etc.) in ORACLE procurement module.
- Monitoring the purchase receipts confirmation, MIS system updating on weekly basis.
- Coordinating with internal departments for the material management.
- Property Managed; Dunes Apartments / Wafi Gourmet / Division of Building Maintenance / Wafi Mall etc.

### **5) M/s. Lucy Switch Gear Manufacturing Company L.L.C: Feb 2006 to Aug 2010:**

**Designation: Procurement & Logistics Officer , Reporting to Procurement & Logistic Manager.**

#### **Job Description:**

- Purchasing & Logistics of engineering materials for Switch Gear Manufacturing
- Interacting with international as well as local suppliers.
- Inventory control, material management using ERP module SAGE LINE – 500

- Maintaining the stock accuracy by Perpetual Physical Inventory stock verification
- Co-coordinating with stores, quality & production departments for ensuring the receipts of material in terms of quality, quantity and in time.

#### **6) M/s. Gulfar Engineering & Contracting L.L.C: Oct 2001 to Feb 2006.**

**Designation: Plant Engineer & Equipment Owner. Reporting to Plant Manager**

##### **Job Description:**

- Detecting the cause of break down, analyzing defects, preparing list of spare parts, Co-coordinating with Procurement department for purchase initiation.
- Forecasting the spares & maintenance requirements of Static Equipment, concrete mixture, air compressors, dewatering pumps, mobile generator set, auto mobile light vehicle etc.
- Equipment Owner: Identification & proposing of suitable equipment as per the technical specification forwarded from the Project division
- Capital purchase of equipment, Registration, Inspection, Commissioning, servicing with respect to Warranty. Monitoring of Scheduled and break down maintenance.
- Cost controls by Scheduled Oil Sampling System of Oil testing.
- Usage income calculation, Monthly budget, and early budget preparations.
- Equipment Standardization, Asset verification and Disposal of Equipment.

#### **7) M/s. Bhageeratha Engineering LTD, INDIA: Nov 1997 to Oct 2001**

**Position: Mechanical Engineer, Reporting to Plant Manager.**

**Projects: Narmada Main Canal Project, Gujarat, India & Varapuzha Bridge project, Kerala, India.**

##### **Job Description:**

- Repairing, Maintenance and engine over hauling for Automobile (transit mixers, tippers) light vehicles, heavy equipment (hydraulic excavator, Dozer, Wheel loader, Wheel excavator) Static equipment (Batching plant - Concrete pump, diesel generator, concrete paver, trimmer, and conveyor etc.) Mobile cranes, Tower cranes
- Analysis of Premature and repeated break down, Repairs, suggestions and submission of reports.
- Controlling and coordinating the workshop activity, arrange spares for repairing.
- New Equipment procurements, equipment evaluation,
- Equipment disposal documentation and Preparing MIS report to the management.

**CORE SKILLS:** Interact effectively with individuals at all levels,

fostering a spirit of cooperation and respect, soliciting ideas and opinions and utilizing input on key issues. Diligence, analytical and problem-solving capabilities.

Proven ability to plan, coordinate and implement procurement procedures related to industry standards compliance.

Capable to maintain and recognized elevated level of qualitative/quantitative performance.

### **CORPORATE SOFTWARE KNOWLEDGE**

SAP S/4HANA Cloud ERP Software Solution, UAE.

SAP BUSINESS ONE/ EPICOR Software / PACT ERP, Dubai, UAE.

Oracle Dubai / Sage – line 500, Quick book Dubai, UAE

### **STRENGTHS**

Persistent and powerful communicator. Having a very positive attitude and Optimistic attitude. Dedicated, Hardworking and punctual in the work given.

Eager to learn and result oriented. Analytical Skill

### **PROFESSIONAL CERTIFICATION:**

Certified purchase professional manager – CPPM - American Purchase Society

Project management with Primavera – from society of Engineers Dubai.

Certified purchase professional – CPP – American Purchase Society

Logistics management - Stonebridge Associated Colleges U.K University

RDBMS-Relative Data Base Management System for equipment management- India.

### **EDUCATIONAL QUALIFICATIONS:**

**Bachelor of Engineering in Mechanical – Bangalore University, India. (1994 to 1997)**

**Diploma in Mechanical Engineering - State Board of Technical Education, Kerala, India (1991 to 1994)**

### **PERSONAL DETAILS:**

Nationality: Indian

Date of Birth: 25-05-1976

Gender: Male / Marital Status: Married

Passport: issued in Dubai, Valid up to 29/09/2027

Visa Status: Visa cancelled now in Grace period,

Date of Joining: Immediate

Languages: English, Hindi, Malayalam, and Basic Arabic.

Driving License: UAE (Valid up to 2025)