

RAKHEE ADVANI

+91 9819051550 | rakhee.advani@gmail.com | [LinkedIn](#)

Bachelors of Commerce from The Sydenham College of Commerce and Economics, Mumbai (March 2002)

Strategic Sourcing & Category Management, Real Estate & Workplace Procurement, Global Energy & Facilities Management, Cost Optimization & P&L Savings Initiatives, Change Management, Procurement Process Innovation & Implementation, Cross-functional Collaboration, Spend Analysis & Benchmarking, Risk Management & Compliance

2023 & 2024 Pune Leadership Awardee for "Professional Excellence in Corporate Services & Procurement"

VWR Lab Products Pvt. Ltd. (Part of Avantor) - Manager – Global Strategic Sourcing, Indirect Spend, Americas Global Energy Management Lead (AMER, EU, AMEA)

Jul 2023 – till date

- **US Indirect MRO sourcing**

Responsibility for approximately \$60-70M of annual expenditure, driving productivity improvements and cost savings through strategic sourcing initiatives.

- **Fire Alarm & Security Systems, Powered Industrial Trucks for US/Canada Distribution Centres**

Directing the leasing and acquisition of powered industrial trucks and managed fire and security systems for North American distribution centers, enhancing facility safety and operational efficiency.

- **Forklift Financing and Warehouse Management Systems**

Spearheading forklift financing and managed warehouse management systems to support efficient and cost-effective operations.

- **Global Portfolio Manager for Energy**

Managing a \$10M spend across 184 sites globally, implementing strategies to optimize energy procurement and achieve cost efficiencies.

- ✦ Cultivating effective relationships with stakeholders and managing inter-personal communications to align sourcing strategies with business objectives.
- ✦ Spend analysis, spend control and cost savings/avoidance delivery
- ✦ Spearheading strategic supplier negotiations and RFX preparations
- ✦ Managing contract negotiations and performance, implementing improvement plans and ensuring compliance with contractual obligations.
- ✦ Conduct regular vendor evaluations, negotiate contracts, and implement performance improvement plans
- ✦ Advance sustainability initiatives through global energy, water, and waste management projects.
- ✦ Comprehensive supplier performance reviews, identifying gaps and driving improvements
- ✦ Explore and implement technology-driven solutions to streamline procurement processes and enhance data-driven decision-making

Credit Suisse - Exempt Non-Officer, Real Estate, Leasing and Local Buying

May 2021 – Jul 2023

Sourcing external goods and services for Credit Suisse by applying best practices while mitigating key commercial, contractual and reputational risks to the Bank. Leading and executing high volume type commercial leasing, APAC real estate projects and procurement transactions with an aggregate contract value of \$50M

- ✦ Managed diverse RFPs for Facilities, Housekeeping, Engineering, and Corporate Real Estate Services, achieving over \$5M in savings and enhancing vendor capabilities
- ✦ Provide procurement support for Corporate Real Estate Services across **Asia-Pacific (Hong Kong, Singapore, Tokyo, Taiwan, India, Manila, Jakarta)**
 - **Site Selection and Acquisition:** Identifying and acquiring property or land for new projects, including negotiations and due diligence processes.
 - **Lease Management:** Negotiating lease agreements, managing renewals, and optimizing lease terms to align with organizational needs.
 - **Construction and Fit-Out Services:** Procuring services related to the construction or renovation of office spaces, including general contractors, subcontractors, and specialist trades.
 - **Interior Design and Space Planning:** Sourcing design services and materials for interior layouts and space optimization.

- **Building Systems and Equipment:** Procuring and managing the installation of building systems such as HVAC, electrical, plumbing, and lighting systems.
- **Facility Management Services:** Engaging vendors for ongoing facility maintenance, security, janitorial services, and other operational support.
- **Furniture and Fixtures:** In addition to modular furniture, procuring other office furniture and fixtures, such as desks, chairs, and meeting room equipment.
- **Sustainability and Compliance:** Ensuring that procurement practices meet sustainability goals and regulatory compliance standards, including certifications and environmental considerations.

Searce Logistics Analytics LLP - Senior Analyst – Procurement, Vendor Management & Administration

Feb 2020 – Apr 2021

Searce is a Cloud, Automation & Analytics led business transformation company and a Google Cloud & AWS - Global Premier Partner

Highlights: *Designed the Procurement Manual / SOP for Searce which has been approved by the CEO and published as standard guidelines to be followed by the Department and Internal Business Partners to meet the strategic goals of the company*

- ✦ **Plan, direct, and oversee Repair & Maintenance operations** to ensure smooth office functioning, including administration and procurement processes.
- ✦ **Establish and manage global partnerships** with Logistics and Internet Leased Line Service Providers to support office operations for Searce.
- ✦ **Acquire licenses and freelance agreements** to support Cloud Function and other technological needs.
- ✦ **Proactively manage supplier risks and issues** in line with Technology Supplier Management CoE guidelines.
- ✦ **Manage procurement for real estate projects** (e.g., Searce House in Rajkot & Mumbai), from stakeholder coordination to acquiring assets and services, achieving significant cost optimization through strategic sourcing and vendor management.
- ✦ **Maintain a Travel Data Dashboard** for accurate spend analysis and to support strategic negotiation on travel.

Jones Lang LaSalle – Procurement, Contract Management, Supplier Relationship & Vendor Management

Feb 2011 to Mar 2015

Onsite The Royal Bank of Scotland, Pune as Site Lead – Facility, Procurement, Vendor & Contract Management **Dec 2014 – Mar 2015**

Responsible for Planning, Directing & Overseeing the Site Operations with utmost cost efficiency at The Royal Bank of Scotland, Pune spread over an area of 60,000 sq.ft. Financial Forecasting, Budgeting, advising on energy efficiency and cost-effectiveness, Space Management, Managing multi-disciplinary vendors providing maintenance, security, catering, mailroom and administrative services on site, monitoring vendor performance and contract renewal process.

Onsite Deutsche Bank, Mumbai & Pune as Assistant Manager Procurement – Facility Services

Feb 2011 – Nov 2014

- ✦ Procurement service delivery in India for JLL, who operate “Principle Contract Model” for Deutsche Bank
- ✦ Managing key supplier relationships who were supporting for the deliverables of JLL
- ✦ Managing pan India Vendor Contracts of a total value of about \$20M
- ✦ Developing long term Strategic partners, conducting contractual negotiations for FM & Engineering services
- ✦ Delivered Savings of approximately \$1M in 2013
- ✦ Successful RFP Closures for **Manpower Services**

Technical Skills

- | | |
|--|---|
| ✦ ERP Systems: SAP | ✦ Accounting Software: Intuit QuickBooks, |
| ✦ Procurement Software: Coupa, Ariba, Ivalua | ✦ Business Analytics: QlikView |
| ✦ Data Analysis: Microsoft Excel, Power BI | ✦ Energy Management Tools: Schneider Electric |
| ✦ AI & Automation: Co-pilot, ChatGPT, Gemini | Resource Advisor |
| ✦ Project Management Tools: Sirion Labs, Sequentra | ✦ E-Sourcing Tools: Wave, Scout RFP |

Sep’02 - Feb’11

**Economic Times ACETECH
Kingfisher Airlines**

**NAS (National Aviation Services), Lufthansa
Jet Airways India Ltd.**