

PRANAV TRIVEDI

Contact

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LinkedIn

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Skills

Administration and Organisation

Purchase and procurement

Trade pricing strategic sourcing

Quality assurance

Dependable and Responsible

Self-Motivated

Excellent Communication

Negotiation

ERP

Indirect Buying

Documentation expertise

Languages

English, Hindi, Marathi and Gujarati

Supply Chain and Operations professional with 10+ years of experience in Purchase, Procurement, Inventory Management, Supply Chain Strategy, Supply Chain Logistics, Supply Chain Management, Operations and Stock management of Pharmaceutical and FMCG products.

Highly motivated, with exemplary administration, analytical and decision-making skills, with a penchant for negotiations and flair for developing new relationships and maintaining existing associations.

Work History

2021-11 -
Current

Production Operative

FC Workforce, Aunt Bessie's, Hull, UK

- Managed Quality and Quantity monitoring of raw materials and finished products, conformance, documentation
- Ensured machine settings are correct
- Maintaining clean production environment
- Run quality checks on finished products for size and weight
- Assembling, packaging and labelling
- Palatizing boxes

2018-09 -
2021-09

Distribution - Purchase Executive (Supply Chain Coordinator)

Samarth Lifesciences Pvt. Ltd, Mumbai, India

- Managed 15+ suppliers, Negotiated pricing, payment terms, lead time, delivery
- Worked with 4 member buying team to purchase raw materials
- Managed day-to-day operations
- Keeping records in ERP system
- Coordinated with manufacturing and logistics team and ensured timely deliveries
- Administrated internal business processes for operational deployments, MIS report generation
- Sourced optimum materials within agreed costs to consistently achieve high-quality results under budget
- Prepared and executed RFI, RFQs, PO - Purchase Orders to approved suppliers issued upon approval of senior management
- Vendor Management, development and inventory
- Relationship Management with new and existing suppliers
- Order Automation

Certifications

ISO 9001:2008 Dec 2014

Quality Management System Auditor, Lead Auditor training from British Standard Institution (BSI) by Royal Charter, certified by IRCA. Certificate: no. Enr 00168511

Project Management Foundations- Dec 2021

Small Projects from LinkedIn

Project Management Course from Udemy Dec 2021

Drug Regulatory Affairs from Udemy Dec 2021

Award: Enabler – Distribution Jun 2020

2017-08 -
2018-04

Sourcing Executive

VXL Lifesciences Pvt. Ltd, Mumbai, India

- Organised Global sourcing and procurement of Pharmaceutical API for new product development (NDP) for clients
- Managed and coordinated all stages of supplier identification, selection and alternative vendor development projects
- Arranged Import & regulatory documentation to procure material from overseas market
- Increased sales through Pharma networking events
- Project coordination with clients and management for business process and procurement

2016-10 -
2017-07

Patco Exports Pvt. Ltd, Patco, Mumbai, India

2015-06 -
2016-07

Pharmacy Consultant

India Rxheal Commerce Pvt. Ltd, Mumbai

2013-06 -
2014-03

Sample Logistics and Database assistant

Abbott Healthcare Pvt Ltd, Abbott Nutrition, Mumbai, India

2012-10 -
2013-05

Medical Representative

Remedies, Mumbai, India

2011-06 -
2012-09

Water Microbiology Analyst

Alcontrol Laboratories, Rotherham, UK

2009-08 -
2011-04

Merchandiser

Isha Agro Developers Pvt. Ltd, Mumbai, India

Education

2006-10 -
2009-10

M. Sc.: Pharmacology & Biotechnology

Sheffield Hallam University - Sheffield

2003-09 -
2005-06

B. Sc.: Biotechnology

Elphinstone College - Mumbai

2002-01 -
2004-01

Higher Secondary School Certificate

Elphinstone College - Mumbai

2000-01 -
2003-01

Secondary School

St. Mary's High School - Mumbai, Sheffield

2007-06
- 2007-
07

Research Project:

Sheffield Hallam University

BioSciences Expression of Alkene Monooxygenase gene in
E.coli, using pGEX2T- AMO vector

