Amitom.lad@gmail.com

Amit Lad

Personal details

Nationality: Indian Marital Status: Married DOB: 16-November-1986 Passport No.: V9123769

Languages: English, Gujarati, and Hindi

Currently on Visit Visa in Dubai.

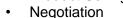
Professional Summary

- Insightful Professional having 10+ Years experience in dispatching and Skilled buyer for Fruits, vegetables, and Food industry. I have required skills, attitude, passion, energy and drive essential to make an immediate and positive difference to any firm I works for.
- I have acquired skills to handle efficient stocking and distribution of products to different retail location and confident enough to increase Profit Margin through Vendor Management & negotiation skills utilizing previous experience.

Skill Highlights

- Vendor Management
- **Business Development**
- Buyer
- Distribution
- Inspirational Team player
- Computer skills

- **Product Selling**
- Supply Chain Management
- Report management
- GRN (Goods received Notes) System



Professional Experience

Head Buyer, The Greengrocer, South Africa - Nov-2021 to Present

- As a Head Buyer, I was responsible for managing and developing a purchasing strategy.
- Reviews and processes purchase orders.
- Manages other members of the purchasing team.
- Maintains records of goods ordered and received.
- Negotiates prices and contracts with suppliers.
- Builds and maintains relationships with vendors.
- Evaluates vendors based on quality, timeliness, and price.
- Schedules deliveries and ensures timely fulfilment of orders.
- Researches and evaluates vendors to compare pricing and services.
- Ensures quality of procured items and addresses problems when they arise.
- Building and maintaining long-term relationships with vendors and suppliers.
- Negotiate prices with the suppliers.
- Work closely with warehouse teams to ensure stocks are properly stored and maintained including proper stock rotation in fridges, freezers, etc.



Booking Clerk & Salesman, DW Fresh, South Africa – Feb-2018 to Nov-2021

- I was responsible for purchasing fresh produce directly from the Farmers and then carrying out Sales of received fresh produce.
- Experience of operating GRN (Goods received Notes) System.
- Experience of working with different types of suppliers (farmers and growers)
- Negotiate prices with the suppliers.
- Building and maintaining long-term relationships with vendors and suppliers.
- Handling timely Deliveries of fresh produce to the customers
- Responsible for accounting Sales closure at the end of each business day.

Dispatch Manager, Giants Canning CC, South Africa – April-2012 to Feb-2018

- I was responsible for Handling complete dispatch of Canned food at factory.
- Preparation of Dispatch from the available stock for different customers (Retail and Wholesale)
- Co-ordinating Dispatch using handling team.
- Ensure stock controls such as stock reconciliation.
- Handled floor management and co-ordination with dispatch team for deliveries.
- Handling timely dispatch of goods and to co-ordinate delivery at customer location on assigned timeslot. (Delivery Time slot management)
- Handling Invoices & Quality control report for the Dispatch goods.

Education

•	Higher Secondary Education (External) India	March-2009
•	Secretory Assistance in Information Technology India	May-2005
•	Draughtsman (Mechanical), Industrial training Institute India	Aug-2002- July2004

Academic Project and Training

•	Mechanical Draughtsman, Alidhra Weavetech Group, Surat India	2006
•	AutoCAD Certificate India	2005

Interest

Listening Music, Cooking, Yoga, Cricket, and Driving.

Declaration

I hereby declare that all the information stated above is true to best of myknowledge.

Place: Dubai, UAE

With Regards Amit Lad