

SHYLESH.N.K

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Personal Profile

I am a Senior Buyer with a passion for retail and wholesale business. My studies and my previous work experience have all been in these areas, and I am currently looking for progressing career in a more challenging role. I have excellent communication skills which have enabled me to build strong relationship with customers, colleagues and external suppliers. I have previously managed number of targets to a successful outcome and I have the excellent ability to supervise, manage and motivate team members.

Achievements

More than 15 years of relevant work experience in "PARCO GROUP OF COMPANIES"

Education

Diploma in Computer Science
Calicut University

Personal Information

Full Name : Shylesh NK
Nationality : India
Marital Status : Married
Date of Birth : 5-5-1977
Place of birth : Kozhikode
Passport Number : P4934705
Present Location : DIP ,Dubai UAE
Visa Status : Employment

Employment

Main duties are :

- 1) Administered everyday purchases and sourced appropriate food and beverage products.
- 2) Developed and maintained professional relations with present and future vendors.
- 3) Administered performance of suppliers and ensured work as per required contract.
- 4) Maintained record of contract pricing and recorded rebate billings.
- 5) Performed Negotiation and ensured best price for every process.
- 6) Determined exact levels of inventory and maintained optimal quality control.
- 7) Administered every product shortage and resolved every individual procurement methods.

Highlights of Qualification

1. Excellent experience in monitoring activities associated with quantity food purchases.
2. Profound knowledge of food and beverage products.

3. Ability to monitor large volume scales of various products.
4. Ability to analyze and prepare forecasts for commodity market.

Professional Experience

Senior Buyer
Wholesale and Retail Trading
PARCO MIDDLE EAST LLC
Dubai.

Language Proficiency

Good command over English, Malayalam and Hindi.